

# COMPILED CIRCULARS, No. 12

AND

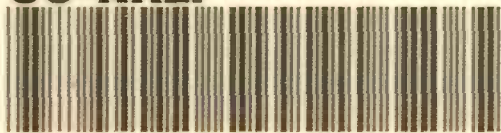
## SUPPLEMENTAL INDEX

COVERING COMPILED CIRCULARS 401 TO 464, INCLUSIVE

U B

344  
C3A43

UC-NRLF



⌘B 308 573

THE ADJUTANT GENERAL'S OFFICE  
STATE OF CALIFORNIA

CONCERNING SELECTIVE SERVICE LAW

Sacramento, California, September 17, 1918



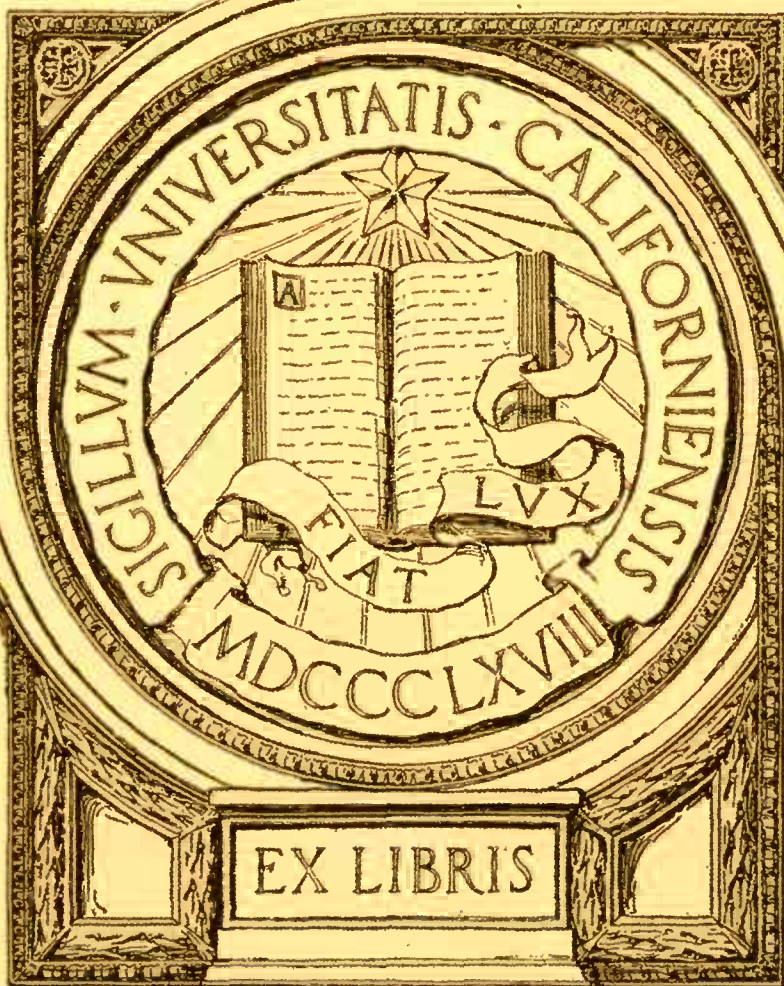
CALIFORNIA STATE PRINTING OFFICE

SACRAMENTO

1918

GIFT OF

*Adjutant General's Office*



EX LIBRIS









Circular Letter No. 401.

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO .

12

August 12, 1918.

*To all Local, District, Legal Advisory and  
Medical Advisory Boards and Appeal Agents:*

The following letter from the office of the Provost Marshal General is published for the information and guidance of all concerned:

FROM: Provost Marshal General.

To: Draft Executives of all States.

SUBJECT: REGISTRATION UPON EXTENSION OF DRAFT AGES.

1. General Statement.

*Legislation.*

1. It is anticipated that legislation extending the present draft ages will soon be enacted by Congress. At this time, it can not be stated with exactness what ages will be subject to draft, but it is safe to assume that a very large number of men will be required to register, and that registration day will be early in September.

*Purpose of this Communication.*

2. To conduct successfully a registration of the magnitude which the forthcoming registration is certain to attain, requires detailed and extensive preparation. There will not be time for such preparation after the passage of the legislation, and the purpose of this communication is twofold; namely,

(1) To outline beforehand the plan which has been decided upon for the accomplishment of the registration, to the end that all concerned may be advised in advance of the duties which will devolve upon them; and

(2) To request that all preliminary arrangements be made at once in order that the entire plan may be completed immediately upon the passage of the legislation and the receipt of the regulations promulgated thereunder.



In other words, it is desired that the machinery for registration be so perfected that it will be ready to be put into operation.

*Importance of Complete Readiness.*

3. PREPARATION FOR THE ANTICIPATED REGISTRATION IS BY FAR THE MOST IMPORTANT WORK NOW CONFRONTING THOSE CONNECTED WITH THE ADMINISTRATION OF THE DRAFT AND THE NECESSITY FOR COMPLETE READINESS AT THE EARLIEST POSSIBLE DATE CAN NOT BE OVEREMPHASIZED.

2. Organization For Registration.

*Governors.*

4. The Governors of all States and the Commissioners of the District of Columbia will be called upon to supervise the execution of the registration in their respective States and the District of Columbia.

5. To eliminate repetition, hereafter the word "Governor" will be taken to include the Commissioners of the District of Columbia, and the word "State" will contemplate the inclusion of the District of Columbia.

*Adjutant General.*

6. The Adjutant General or Draft Executive in each State, acting under the direction of the Governor, will, as heretofore, be the central administrative authority of the registration system within the State.

*Local Boards.*

7. The Local Boards will have immediate supervision and direction of the registration within their respective jurisdictions.

8. The actual registration will be made in the customary voting precincts in the jurisdiction of each Local Board, and generally speaking in the places and in the manner ordinarily employed in the registration of voters. In the District of Columbia the registration shall be made in the various police precincts or such other subdivisions as may be prescribed by the Commissioners of the District of Columbia.

9. There must be at least one place for registration in each precinct.



10. The Adjutant General or the Draft Executive in each State is directed to at once request each Local Board to appoint a registrar or registrars for each voting precinct within its jurisdiction. Where there is more than one registrar, one of them will be designated by the Local Board as chief registrar, and where there is only one registrar, he will perform the duties of chief registrar hereinafter prescribed in addition to those of registrar.

11. The following rules will be observed in appointing registrars:

- (a) For each probable eighty registrants in a precinct, one registrar shall be appointed.
- (b) Registrars should be competent to do the clerical work, must be citizens of the United States and reside within the jurisdiction of the Local Board by which they are appointed, and should be persons who have lived long enough in such jurisdiction to be well acquainted with the residents thereof.
- (c) All persons are expected to offer such services as they can afford in this patriotic duty without compensation, but when compensation is claimed by a registrar, \$4.00 may be paid for his services. Volunteer registrars who offer their services free of charge may be appointed and sworn in such number as may be conveniently used in any precinct.
- (d) As California has on two previous occasions conducted draft registrations without cost to the National Government, it is Governor William D. Stephens' special pride in accomplishing the greater task of a third registration through the unselfish patriotic and voluntary service of all concerned.

### 3. Employment of Interpreters.

12. It was evident on the first registration day that adequate arrangements in some jurisdictions had not been made for interpreters. It will be necessary for Local Boards in jurisdictions where it is known from knowledge of local conditions that the services of such men will be required on registration day to appoint interpreters to act on that day. If volunteers for this service can not be obtained, persons may be employed



for this service and compensated as provided in Section 28 of Registration Regulations No. 2, but it is hoped that in this respect that California will make a similar record to the one of June 5, 1917, when not one cent was paid for this service, all interpreters being volunteers.

#### 4. Duties of Officers and Agencies Employed.

##### *Governors, Mayors and County Officers.*

13. The Governors, Mayors and City Clerks of cities of 30,000 population or over, and the county authorities or officers performing duties similar to those of county authorities in States having no county organization (if not serving on the Local Boards) are called upon to assist Local Boards in providing suitable places for registration, and to obtain the co-operation of the proper election commissioners and custodians or officers in charge of election machinery and public buildings. All expenses incurred in connection with providing such places for registration will be compensated for by the Federal Government. When voting booths are available, they should be used, together with such equipment as is usually supplied for use in registering voters, and the same procedure should be followed in providing places for registration as is followed in providing voting or registration places for county or city elections. Where the customary voting places are in private buildings, proprietors should be requested to afford assistance to the local authorities by permitting the use of such places for the purpose of registration. Such public officers and agencies as are ordinarily employed in transporting or setting up portable voting booths and other voting and registration material will be requested to render their assistance in transporting and setting up booths for the purpose of registration.

##### *Adjutant General or Draft Executive.*

14. The President's Proclamation will fix the date for registration, and the Adjutant General or Draft Executive in each State will be required to notify all Local Boards of the date set, furnish blank forms and regulations to the Local Boards, consolidate returns of the registration and make a report of the same to this office, and generally superintend the registration in the State. It will be his task to ascertain from



each Local Board in his State that registrars as directed have been appointed and all arrangements completed in ample time for registration.

*Aid.*

15. Local Boards should be directed to obtain the co-operation of political organizations, County and City Councils of National Defense, committees of public safety and similar agencies within their respective jurisdictions to assist in bringing about wide publicity in connection with the registration and in the end a complete registration of all persons liable to be registered.

*Local Boards.*

16. The responsibility for providing suitable places for registration will rest upon the Local Boards, assisted, as provided in the foregoing, by the Governor, the Mayor and County Clerk in cities of 30,000 population or over, the authorities of the county or similar subdivision (if they are not already serving on the Local Board), and the Central Registration Committee in those jurisdictions where such a committee has been appointed.

17. Local Boards will be required to furnish cards to the sick and to the nonresident registrants within their respective jurisdictions and to certify to those of the latter.

18. Local Boards will receive registration cards, certificates, and other forms from the Adjutant General and will distribute them among the chief registrars who will be responsible for them. The Boards will be required to prepare returns of the registration, and will make lists of the persons registered for posting, publication and mailing to this office and to the Adjutant General.

*Registrars.*

19. Registrars will be charged in the first instance with making places ready for registration. This duty is to be performed under the direction of the Local Board. They will also be charged with the duty of making the actual registration of persons within the voting precincts to which they are appointed. The chief registrar, when not otherwise engaged, will likewise make out registration cards, and will hold every



person acting as registrar under him strictly accountable for the cards and certificates supplied to him. At the close of the day, the chief registrar will be required to make out a report of the registration at the place of which he has been in charge, and will deliver the same to the Chairman of the Local Board, together with the registration cards (used and unused) and remaining certificates.

#### 5. Estimates.

20. In order to appoint the necessary number of registrars and to make adequate preparations for registration, it is necessary to estimate the number of persons to be registered. Without information as to the age limits, there is no exact basis for such an estimate. However, an estimate may be made and preparations consummated on the basis of one-third greater registration than on June 5, 1917. It may be assumed that one and one-third times as many persons will be liable to registration as were registered in 1917. This assumption is from a National standpoint and may not be applicable to an individual State or a Local Board within the State, but, as it is the best basis that can at this time be offered, it is suggested that each Adjutant General and each Local Board make a careful survey and estimate on such a basis of the probable number of persons to be registered within the jurisdiction of the respective Local Boards.

21. Preparation for the registration of the probable number of registrants under such an estimate will be sufficient to meet almost any eventuality, inasmuch as the plan contemplates the maximum number of persons likely to be registered.

22. Appendix Table 45, "Report of the Provost Marshal General to the Secretary of War on the First Draft," should be consulted in ascertaining the number of persons registered in 1917.

#### 6. Auxiliary Organizations.

23. County and city attorneys will co-operate with members of the Legal Advisory Board; marshals, deputy marshals and police officers will render every assistance in the execution of the law; news agencies and newspapers will be called upon to lend their assistance in giving wide publicity to the date and places of registration, and the postmasters will be



directed to post copies of the proclamation in every post office of the United States.

#### 7. Special Cases of Registration.

24. The sick will be registered by persons deputed to make their registration. Felons will be registered by the warden of the penitentiaries, and persons awaiting trial and misdemeanants will be treated as absentees except that their registration cards will be obtained and filled in by the jailers.

25. Indians will be registered under the supervision of the Commissioner of Indian Affairs, and persons residing in Yellowstone, Glacier and Mt. Rainier National Parks will be registered under the direction of the Director of National Park Service.

26. All registrants will be made subject to the provisions of the Selective Service Regulations unless the latter would obviously be inapplicable or subsequent regulations otherwise prescribe.

27. Please acknowledge receipt of this communication by telegraph, bulletin its contents in full to all Local and District Boards, and proceed to have all arrangements herein outlined promptly completed.

28. Telegraphic instructions No. B-2461 having preceded this letter of instructions, this work should already be well under way.

E. H. CROWDER,  
Provost Marshal General.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.



Circular Letter No. 402.

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

12

August 13, 1918.

*To all Local and District Boards:*

SUBJECT: FUNDAMENTALS OF THE "WORK OR FIGHT" ORDER.

The following Circular was issued by District Board for Division No. 1, Northern District of California, and is so clear on the subject concerned that it is republished for the information and guidance of all Local and District Boards in the State:

"The District Board for Division 1, Northern District of California, takes the liberty of calling the attention of the Local Boards within its jurisdiction to the following points which it believes are fundamental to a correct understanding of the 'Work or Fight' Order, and to its proper enforcement.

*First:* The primary purpose of the order is not to force men with dependents, *i. e.*, actual bona fide dependents, into the Army. If any registrant has been granted deferred classification for dependency and such dependency is not actual and bona fide, his deferred classification should be revoked on that ground and the 'Work or Fight' Order has no application to him. The primary purpose of the order is to force men who are properly allowed to remain at home because of dependents to go to work if they are idle, or if they are at work but in occupations which are classified as nonproductive, to force them to leave these occupations for others where their services are more necessary. The Government does not wish men with real dependents who will suffer if they go into the Army, to go into the Army nevertheless, but prefers, for the present at least, that they remain at home to support their dependents, but in occupations where they are useful.

*Second:* The order is to be enforced always with reference to its primary purpose just stated. This means, as the Regulations themselves provide, that reasonable opportunity shall be given registrants affected by the order to find other lines of employment. It also means that it shall not be enforced so



summarily as to disrupt and disorganize industrial conditions or the particular businesses which may be affected, unless such businesses are in themselves of a detrimental or purely useless character; for example, the manager of a store employing largely men of draft age as counter salesmen should be allowed reasonable time to adjust his business by substituting women or older men. Such substitution should be firmly insisted upon, but time to make it should be allowed.

*Third:* The 'Work or Fight' Order is a requirement entirely new to our people and until they become accustomed to it and understand it, and the necessary adjustments to meet it are made, it should be enforced with great care and conservatism. This, however, does not mean that it should not be actually enforced. It means that final compliance with the order should be insisted upon, but with time and opportunity for adjustment allowed, and that at first much more time will be required than later on.

*Fourth:* No Local or District Board has the right or power to determine what occupations are nonproductive in its judgment and to enforce the order according to such determination. The Regulations specifically enumerate the occupations which are to be considered as nonproductive (see Section 121-K) and the power to extend or limit this enumeration is expressly reserved to the Provost Marshal General (see Section 121-L). This means, first, that no Board has the power to treat as a productive occupation one that is enumerated as nonproductive, and second, it has not the power to consider any occupation as nonproductive which is not so enumerated, no matter how contrary this may be to its own judgment. The Regulations are, furthermore, specific to the point that in case there is doubt as to whether or not a particular occupation comes within one of the enumerated nonproductive classes, it shall be considered that it does *not* come within such class until a ruling has been had from the Provost Marshal General upon application to him in the usual manner (see Section 121-L).

*Fifth:* In order that a registrant employed in a nonproductive occupation comply with the order, it is not necessary that he go to work at farming or in a shipyard, or in any other line which would be considered as a 'necessary' occupation within the meaning of the Regulations pertaining to deferred



classification on industrial or agricultural grounds. The non-productive employments in which a man *with* dependents can not remain are *not* set over against the 'necessary' employments by reason of which a man *without* dependents can remain and not be drafted into the Army. A man employed in a non-productive employment can comply with the 'Work or Fight' Order by going to work in any occupation except those that are specifically enumerated as nonproductive. *With this limitation only, the whole industrial field is open to him.* As an extreme example, a waiter in a hotel could go to work making beds in the same hotel and in so doing would comply with the order. This will hold true so long as serving as a chambermaid in a hotel is not classed as a nonproductive employment, and it is not so classed at the present time. This does not mean that registrants should not be encouraged to go to work in 'necessary' industries where, of course, their services will contribute in a greater degree to the National need. The point is that no man is required to go into a 'necessary' industry.

*Sixth:* The excuses for being engaged in a nonproductive employment should not be overlooked. It is hardly necessary to speak of those excuses which are purely temporary in nature, such as sickness, vacations, and failing to find suitable employment when it is diligently sought after. But something should be said as to the more permanent excuse of compelling domestic circumstances which do not permit of a change of employment without disproportionate hardship (see par. (e) of Section 121-L). Cases are certain to be found, and perhaps not a few of them, where a man's family necessities are such that he can not change his employment without real suffering or privation on the part of his family. A man so situated is not to be compelled to change as long as such situation exists, which may be practically permanent. At this time of National need, some sacrifice of comfort and particularly of luxury may well be demanded, but it is not contemplated that the order shall be enforced in those cases where it would require more than this and cause real hardship or suffering.

*Seventh:* The only cases of deferred classification to which the order applies, *i. e.*, in which deferred classification can be canceled because of failure to conform to the order, are those wherein deferred classification was granted on the ground of



dependents. By the terms of the order it applies only to men put in classes 2, 3 and 4. (See Sec. 121-K). It does not apply to any one placed in Class V. In particular it does not apply to those exempted because they are aliens, much, perhaps, as some of us would like to see it so applied. The only grounds for placing a man in classes 2, 3 or 4 are either vocational or the existence of dependents. The very fact of deferred classification being granted on vocational grounds means that the man is not engaged in a nonproductive employment. The order is therefore limited strictly to those cases where deferred classification is granted because of dependents.

*Eighth:* All cases under the order that are passed upon by a Local Board, whether the registrant's deferred classification is canceled or not, come automatically without appeal to the District Board. No appeal is necessary, whether by the Government or the registrant. As soon as the case is finally decided, the record should be transmitted to the District Board. Of course, if the Local Board is giving the man time to find other employment, there is no final decision until such time comes to an end and the Board either cancels his deferred classification or allows it finally to go uncanceled."

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.



**Circular Letter No. 403.**

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

12

August 14, 1918.

*To all Local Boards:*

SUBJECT: SUBJECTS OF NEUTRAL COUNTRIES.

The following telegram received from the Provost Marshal General is published for the information and guidance of all concerned:

WASHINGTON, D. C., August 13, 1918.

*Adjutant General,  
Sacramento, California.*

Number B twenty-six naught three. Complaints are being made to the State Department by diplomatic representatives of Neutral Countries that Subjects of such countries are being involuntarily inducted into the Army contrary to telegram number B nineteen seventy-one. Please advise all Local Boards that such persons must not be involuntarily inducted into Army pending receipt of regulations and instructions as to how to proceed in such cases which will be issued within few days.

CROWDER.

Telegram number B nineteen seventy-one was quoted in our Circular Letter No. 358.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.



Circular Letter No. 404.

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

12.

August 14, 1918.

*To all Local Boards:*

SUBJECT: CLASSIFICATION RAILROAD EMPLOYEES.

The following telegram is published for the information and guidance of all concerned:

WASHINGTON, D. C., August 13, 1918.

*Adjutant General,  
Sacramento, California.*

Number B twenty-five ninety-five. The United States Railroad Administration protests that cases of its employees are not being properly disposed of by Selective Service Boards, and has presented eight thousand one hundred and seventy-seven instances where employees whom it considers necessary and entitled to deferred classification have been placed in Class 1. These cases include machinists, blacksmiths, boilermakers, tin and copper-smiths, pipe fitters, helpers and apprentices of foregoing, hostlers and enginehouse men, train dispatchers and directors, telegraphers, telephone and block operators, telegraph clerks, yardmasters and assistants, locomotive engineers and motormen, locomotive firemen and helpers, conductors, yard foremen, brakemen and section foremen. It is reported that seven hundred forty-nine machinists who are necessary to the operation of railroads have been placed in Class 1. The President has said that railroads are to be considered as industries under the Selective Service Regulations and no argument is required to show that railroads are necessary industries. Further complaint is made that District Boards do not consider the ever-changing and restricted conditions which are constantly enlarging the class of skilled labor, and that certain classes of workmen regarded as unskilled a few years ago are well within the



skilled class when regarded in the light of the difficulty of operating railroads in the present emergency; that many District Boards in dealing with the cases of railroad operators and workmen are far from liberal and indeed extremely severe in their interpretations, contractions and findings. It appears that some of the instances cited are meritorious, and since it rests largely with the District Boards to adjust the military needs with the industrial requirements in order that there may be effective cooperation between men in the battle lines and their supporters at home, I urgently recommend that all Class 1 cases of railroad employees, not already inducted, be carefully scrutinized in the light of the foregoing and that deferred classifications be granted in accordance with the spirit of the Selective Service Law and Regulations.

Please advise all Local and District Boards as follows:

Applications for reconsideration of cases of railroad employees on industrial grounds, when presented to Local Boards, should be received up to the day and hour of induction into military service and promptly forwarded, together with the Local Board's recommendation, to the District Board having jurisdiction; District Boards may directly receive applications for reconsideration in cases over which they have original jurisdiction, and immediately request from the proper Local Board the entire record of the case, and these applications may be received up to the day and hour of induction into military service; even though a registrant employed in railroad work has not claimed deferment on industrial grounds his employers may make that claim either through the Local Board or direct to the District Board at any time up to the day and hour of induction, and the District Board may grant the deferred classification. This is not to be interpreted as requiring Boards to reopen and reconsider cases either on original or new evidence, but authorizing them to do so, in the view of the foregoing statements. It is realized that many jurisdictions have already exhausted their Class 1 strength, but in these instances the foregoing should be borne in mind in future classifications. Please transmit



this telegram intact by bulletin to all Local and District Boards of your jurisdiction and request prompt acknowledgment of its receipt.

CROWDER.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.

Circular Letter No. 405.

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

12. August 14, 1918.

*To all Local Boards:*

SUBJECT: DISCHARGE OF ENLISTED STUDENTS.

The following telegram is published for the information and guidance of all concerned:

WASHINGTON, D. C., August 10, 1918.

*Adjutant General,  
Sacramento, California.*

Number B twenty-five forty-six. Under special authority of Secretary of War the War Department Committee on Education and Special Training was permitted to enlist through commissioned officers of the Army certain registrants for special training in camps and schools. Every such enlistment was for a limited period expiring September 16 next. Registrants presenting certificates of enlistment signed by commissioned officers of Army should be held as in Class 5 until September 16, after which date



such classification shall be cancelled and they shall be inducted into military service as their pre-existing class and order numbers are reached.

CROWDER.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G.-C.,  
The Adjutant General.

**Circular Letter No. 406.**

**STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO**

16.

August 15, 1918.

*To all Local Boards:*

The following letter from the office of the Provost Marshal General is published for the information and guidance of all concerned:

FROM: The Office of the Provost Marshal General.

To: The Adjutant General of California.

SUBJECT: ENLISTED RESERVE CORPS.

1. Attention is invited to the attached correspondence with respect to the refusal of the Local Boards in California to accept certificates of enlistment of student registrants who have been enlisted in the Enlisted Reserve Corps of the Engineers' Department and the Enlisted Reserve Corps of the Signal Corps.

2. Your attention is invited to the fact that the instructions of this office dated June 14 with respect to the change in the procedure in handling individual inductions in no wise affected the procedure to be followed in respect to



the enlistment of registrants in the various Enlisted Reserve Corps. In other words, the various paragraphs of Section 151 of the Selective Service Regulations are in no wise affected by the letter of June 14, referred to above.

3. It is requested that all Local Boards be instructed to this effect.

E. H. CROWDER,  
Provost Marshal General.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.

### Circular Letter No. 407.

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

16.

August 15, 1918.

*To all Local Boards:*

The following letter from the office of the Provost Marshal General is published for the information and guidance of all concerned:

FROM: Office of the Provost Marshal General.

TO: Draft Executives of all States.

SUBJECT: AMENDMENTS TO SECTIONS 151 AND 157, S. S. R.

1. In order to give an opportunity to American citizens abroad to enlist voluntarily in the American forces under the provisions of the treaty with Great Britain, ratified by the Senate of the United States on June 24, 1918, the Commanding General of the American Expeditionary Forces was authorized, on July 13, 1918, to establish a general recruiting service



in Great Britain to commence operations the date of the exchange of ratifications of conventions between the United States and Great Britain, with respect to military service. Ratifications were exchanged on July 30, 1918.

2. Section 151, S. S. R., is therefore amended by the addition of the following:

(i) Citizens of the United States in Great Britain who are of draft age, including those who registered in the United States and have gone abroad, those who registered abroad before a consul, and those who have not registered, may voluntarily enlist in the Army of the United States, such enlistment to be made at such times and at such places as may be prescribed by the Commanding General, American Expeditionary Forces. Thereafter, upon presentation by such registrant to his Local Board of a certificate of a commissioned officer of the Army stating that he has been so enlisted, such certificate shall be filed with the Questionnaire and the registrant shall be placed in Class V on the ground that he is in the military service of the United States.

3. Section 157 is amended by the addition of the following note:

Section 157, Note 1: When a Local Board learns that one of its registrants is in Great Britain or France it shall, when issuing his induction order (Form 1028), place the date of reporting so far ahead that the registrant will have time to enlist voluntarily with the American Expeditionary Forces. After a reasonable time the Local Board should receive a certificate indicating that the registrant has so enlisted. If such certificate is not received within a reasonable time the Local Board shall report the registrant to the Adjutant General of the Army on Form 1018 in the usual manner. If such certificate is received the registrant shall be classified in Class V whether or not the date specified in Form 1028 had passed at the time of the receipt of the certificate.

E. H. CROWDER.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.



Circular Letter No. 409.

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

H-20.

August 15, 1918.

*To all Local Boards:*

SUBJECT: INSTRUCTIONS TO REGISTRANTS.

1. This Office is happy to announce that all schools of instruction to be held by Local Boards hereafter will have at their disposal experts who will discuss for the benefit of registrants matters of personal hygiene and kindred topics.

2. These men are thoroughly trained and are placed at the disposal of the Local Boards by the University of California, and if the Local Boards will advise this Office when they desire the assistance of such men, arrangements will be made to have them on hand.

3. This appears to be an excellent opportunity and one that the Local Boards should not overlook, as all of the University of California men have practical training along the lines covered by their lectures.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.



Circular Letter No. 409.

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

5-16

August 16, 1918.

*To all Local and District Boards:*

SUBJECT: CLASSIFICATION OF SHIPBUILDERS.

The following telegram received from the Provost Marshal General is quoted for the information and guidance of all concerned:

WASHINGTON, D. C., August 15, 1918.

*Adjutant General,  
Sacramento, California.*

Number B twenty-six twenty-two. Reported to this Office that some Local and District Boards are construing Section 152 as preventing registrants, engaged in the building of ships or manufacturing of fittings therefor under employment by the Navy or the Emergency Fleet Corporation or by companies under their supervision, from claiming or being granted deferred classification on industrial grounds or as necessary government employees. Such construction is erroneous. Registrants so employed may be given deferred classification on industrial grounds or as necessary Government employees, as the case may be, if claim is properly presented, and at same time may be placed on Emergency Fleet classification list if so entitled. Issue instructions to all Local and District Boards to correct any misunderstanding.

CROWDER.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.



Circular Letter No. 410.

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

5-16.

August 19, 1918.

*To all Local Boards:*

The following letter from the Office of the Provost Marshal General is published for the information and guidance of all concerned:

FROM: Office of the Provost Marshal General.

TO: Draft Executives in all States.

SUBJECT: FILING CASES.

1. Orders have been placed from Washington with various filing case manufacturers throughout the country for the necessary cases for the registration cards and questionnaires.

2. The questionnaire cases will be of steel and will take several months to obtain. Local Boards, if given to understand that every possible effort is being made consistent with the ability of the manufacturers to produce the necessary filing space, will not register complaints. The cases will be shipped as rapidly as it is possible for them to be made.

3. On the other hand, it will be necessary to provide temporary filing space for the cards and questionnaires as they are received. Having this warning in mind, Boards should improvise such cases and be prepared to handle the problem.

4. Correspondence concerning these matters should not be sent to Washington, and it will save Draft Executives a great deal of labor if they will approach the problem in ample time to warn Local Boards of ensuing delays.

E. H. CROWDER,  
Provost Marshal General.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.



Circular Letter No. 411.

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

5-16.

August 19, 1918.

*To all Local and District Boards:*

The following letter from the Office of the Provost Marshal General is published for the information and guidance of all concerned:

FROM: Office of the Provost Marshal General.

TO: Draft Executives of all States.

SUBJECT: CHANGES SECTIONS 78 AND 79, S. S. R.

1. Section 78, Rule XI (b), S. S. R., has been amended to read as follows:

Section 78. Class IV (continued)—Miscellaneous.  
Rule XI. In Class IV shall be placed:

(b) Any registrant found to be a mariner actually employed in the sea service (including service on the Great Lakes) of any citizen or merchant within the United States. The Local Board shall proceed to the consideration of a claim for such classification in respect of any registrant when made in the usual manner in the questionnaire, and shall grant such classification if satisfied from the evidence submitted that the registrant is entitled thereto. A registrant whose regular vocation is that of a mariner in the sea service (including service on the Great Lakes of a citizen or merchant within the United States, but who is temporarily unemployed by reason of his discharge from one voyage and his necessary delay in signing for another voyage shall be entitled to classification as a mariner actually employed; provided, however, any registrant who is so classified and remains unemployed for more than twenty consecutive days shall show cause to the Local Board having jurisdiction why his classification as a mariner should not be changed.



Note 1.—In the case of a mariner on the Great Lakes, the fact that his employment is interrupted by the closing of navigation owing to climatic conditions does not prevent his deferred classification on the ground of being a mariner actually employed in the sea service of a citizen or merchant within the United States; provided, however, the registrant files with the Local Board having jurisdiction an affidavit of his employer or of an officer of the company or corporation by which he is employed, containing in substance the statement that he is a mariner who was actually employed during the past season and whose employment is contemplated during the succeeding season.

2. In view of the foregoing amendment to Section 78, S. S. R., a registrant who claims deferred classification as a mariner is not required to obtain and file the affidavits prescribed by the instructions for answering Series VIII (Part B) of the questionnaire, and the last sentence of such instructions is hereby rescinded.

3. Section 79, S. S. R., has been amended by the addition of the following footnote:

Note 7.—In the case of a pilot on the Great Lakes, the fact that his employment is interrupted by the closing of navigation owing to climatic conditions does not prevent his deferred classification on the ground of being a licensed pilot actually employed in the pursuit of his vocation; provided, however, the registrant files with the Local Board having jurisdiction an affidavit of his employer or of an officer of the company or corporation by which he is employed, containing in substance the statement that he is a licensed pilot and was regularly employed during the past season and that his employment is contemplated for the succeeding season.

E. H. CROWDER,  
Provost Marshal General.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.



Circular Letter No. 412.

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

18. August 19, 1918.

*To all Local Boards:*

SUBJECT: EMERGENCY FLEET.

The following communication is indicative of the co-operation that the Emergency Fleet Corporation extends to Local Boards. All Boards are earnestly requested to comply with the requests, as it is believed that this will net many men to your Class 1 list and eventually solve all questions concerning the slacker who is hiding behind the Emergency Fleet Corporation bulwark.

August 15, 1918.

*To all Local Boards:*

The Branch Office of Deferments and Transfers for California has been trying to release from the shipyards as many as possible of the Class 1 men who are physically qualified for general military service. I have repeatedly urged the shipyards to notify me as to all men whom they could release, and this office has conducted investigations on its own part. It seems, however, that this work can not be done adequately without the co-operation of the Local Boards; therefore, I request the assistance of the Boards so that we may have a complete housecleaning of the Emergency Fleet List, particularly in so far as it affects Class 1 men. I trust that the Local Boards will feel that I am bound by obligation of duty as well as by personal desire to enforce the Selective Service Regulations as vigorously as the Local Boards themselves, and I desire to have not one man upon the Fleet List who is not of more value to the Government in the shipyards than he would be in the Army.

The policy of this office is as follows: All men who loaf on their work or who are absent from their work more than



two and a half days per month, exclusive of Sundays and holidays—except for bona fide illness—are to be removed immediately from the Fleet List. Only those men who are working heart and soul in the construction of ships can be retained upon the Fleet List. Notorious slackers, *i.e.*, men who have gone into the yards to avoid military service and who are boasting about it, should be taken off the List as soon as possible. Men who have gone into the yards to avoid military duty, but who are keeping their mouths shut, will also be removed from the List unless their services at the present time are obviously of more value in the shipyards than in the Army. All men in Class 1, who entered the yards as unskilled workers, will also be removed from the List unless within the course of the last four or six months they have advanced rapidly in their work and have become semi-skilled or skilled workers so that their places can not be filled by new men who are in deferred classes because of dependency claims.

In order to obtain the full co-operation of the Local Boards I would request that each Board send to me (325 Exchange Block, San Francisco), a list of all the Class 1 men on their Fleet List. It is necessary that this list should contain the men's order and serial numbers, and should also give, *without fail*, the name of the shipyard in which the man is employed, as all the records in this office are kept according to the company and it is impossible for us to look up any name unless we know for which company he is working. It is not the mere list I want; that I, myself, have. *I particularly urge the Boards to express their views as to the propriety of a man's name being upon the Fleet List.* I appreciate that the Boards know more about each man than does this office because they have the Questionnaire at hand, and in each case I hope the Board will look over the Questionnaire and will add a statement of any facts appearing thereon which will indicate the propriety of leaving the registrant's name upon the List or of taking it off. As soon as these lists are received the cases will be investigated immediately, and every man whom we can possibly release to the Local Boards will promptly be so released by having the proper Cancellation Card mailed to the Local Board.



One of the dangerous phases of the work of this Office is the removing of names from the List as soon as men cease working in a shipyard. The shipyards are under the most stringent orders to notify us as soon as a man leaves their employ. If a Local Board should hear of any man who is no longer in a shipyard, but for whom no Cancellation Card has been received, I urgently request that the Board notify this office at once. In such cases, a Cancellation Card will be sent out forthwith and a vigorous investigation begun to see why the shipyard did not notify us as to the termination of the man's employment.

I would request, also, that the Local Boards notify me of all cases where they understand a man on the Fleet List is loafing or who is absent more than two and a half days per month, exclusive of Sundays and holidays, or who is taking an unpatriotic attitude toward the war.

The Department of Justice holds, and properly so, that alien enemies should not be employed in a shipyard. Some of the yards, in rare instances, do employ such men, and this Office would greatly appreciate information from the Boards as to such cases.

I appreciate that the request which I have made entails further work for the already hard-pressed, overworked Local Boards. Nevertheless, I am sure that the Local Boards are anxious to co-operate with me in properly enforcing the Emergency Fleet List. I appreciate, too, that there has been some just criticism of this List in the past, but I hope that I can so co-operate with the Local Boards that there will be no room for criticism in the future.

Very truly yours,

SAMUEL SPRING,

SS-JL.

Branch Officer, Deferments and Transfers.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,

Brigadier General, N. G. C.,  
The Adjutant General.



Circular Letter No. 413.

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

5-16

August 19, 1918.

*To all Local Boards:*

The following letter from the office of the Provost Marshal General is published for the information and guidance of all concerned:

FROM: Office of the Provost Marshal General.

To: Draft Executives of all States.

SUBJECT: AMENDED SECTION 140, S. S. R.—PROCEDURE IN  
RESPECT OF DESERTERS.

1. Section 51 now appearing in the Selective Service Regulations is rescinded and the subject of desertion is handled under amended Section 140, enclosed herewith.

2. In this section there has been grouped all procedure in respect of deserters, beginning with the definition of the various kinds of draft deserters and outlining all necessary procedure from the time of arrest or voluntary appearance before a Local Board.

3. Attention is particularly invited to the following radical changes:

*First:* All deserters (wilful and nonwilful) must be subjected to a physical examination upon their appearance before a Local Board, unless a recent record of such examination is already in the possession of the Board.

*Second:* Deserters are divided into eight classes or groups, with definite procedure for each class.

(a) Wilful—physically qualified. Send to nearest Army post, camp or station. Form 1021 for police official. Reward payable for arrest and delivery of deserter; expenses, plus reasonable compensation, if he voluntarily appeared.



(b) Wilful—Remediable Group B. Same procedure and reward as in (a).

(c) Wilful—disqualified. Report to Commanding Officer of mobilization camp. No reward, expenses only.

(d) Nonwilful—physically qualified. Send to mobilization camp. No reward, expenses only.

(e) Nonwilful—Remediable Group B. Procedure same as in (d).

(f) Nonwilful—qualified for special or limited military service. Forward to camp on next general call for men so qualified. No reward, expenses only.

(g) Nonwilful—disqualified. Report case to mobilization camp. No reward, expenses only.

(h) Enemy alien—(wilful or nonwilful). Report case to mobilization camp and to District Attorney. No reward, expenses only.

*Third:* Form 1021 is issued, only in case of wilful deserters, physically qualified for general military service, or in Remediable Group B. Reward is payable only for wilful deserters, physically qualified, or in Remediable Group B, who are actually arrested. If such deserters voluntarily appear before a Board, the guard delivering them to camp shall receive expenses only, plus a reasonable compensation. A letter advising the circumstances of desertion and apprehension must be attached to Form 1021.

*Fourth:* If expenses of the delivery of a wilful deserter amount to more than \$50.00, a telegram must be sent to the Commanding Officer of the mobilization camp, requesting instructions.

*Fifth:* Upon disposition of the case of any kind of deserter, the Local Board disposing of the case shall notify the Provost Marshal General and the State Adjutant General on Form 1021-A and B. These forms are now on the press and will be mailed shortly.

*Sixth:* Form 1021 has been amended and amplified.



4. Draft Executives, Local Board members and all others concerned in the apprehension and delivery of deserters should study this amended section with the utmost care. This amended section was arranged with the idea of grouping all possible procedure with reference to all possible kinds of deserters under one head, and to explain in detail the necessary procedure for each class, so that no possible error can arise.

5. A study of this Regulation and careful compliance therewith, will not only eliminate the necessity for a great amount of correspondence on the subject of desertion, but will also tend to remove the friction which has arisen from time to time between camp authorities on the one hand, and Local Board members and local police officials on the other, which friction has arisen generally through a lack of proper understanding of the necessary procedure. Local Boards should bear in mind that it has been held by the Judge Advocate General and by the Comptroller of the Treasury, that in the issuance of Form 1021, based upon findings of facts pursuant to investigation, the decision of the Local Board is final and not subject to review by camp authorities. Therefore, Boards must exercise the utmost care in arriving at a determination of wilful or nonwilful desertion. Once this decision has been reached and the registrant physically examined, no mistake should be made, if the procedure indicated be followed.

Bulletinize this letter and the amended section, intact, to all Local Boards.

E. H. CROWDER,  
Provost Marshal General.

By BRECKINRIDGE JONES,  
Captain, Infantry, U. S. A.,  
Chief, Delinquency Division.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.



Form 1021 P.M.G.O.  
(Sec. 140, S.S.R.)

191

FROM: Local Board for

To: Commanding Officer

SUBJECT: ARREST OF WILFUL DESERTER.

Order No. Serial No.

(Name of deserter)

having been inducted into military service on

By Local Board for

by Adjutant General of and having

(Strike out one)

(a) Failed to report in accordance with induction orders (Sec. 140, Par. 1-a).

(b) Failed to entrain (Sec. 140, Par. 1-B).

(c) Absented himself from party enroute to camp (Sec. 140, Par. 1-c).

(Check one)

has been apprehended by

(Name of police official)

Has voluntarily appeared.

(strike out one)

Upon investigation this Local Board finds that the offense of said

was committed with an intent to

(Name of deserter)

evade military service, and that he is—

Physically qualified for military service.

Physically qualified (Remediable Group B).

(Strike out one)

and hereby directs that deliver

(Name of guard or police official.)

the to you for further action of the

(Name of deserter)

military authorities.

Recommend—

Payment of \$50.00 reward.

Reimbursement for actual expenses and reasonable compensation

of, total not to exceed \$50.00. (In case deserter voluntarily appeared.)

(Strike out one)

Member of Local Board.



**Circular Letter No. 414.**

**STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO**

18.  
*To all Local and District Boards:*

August 20, 1918.

**SUBJECT: ERRONEOUS CLASSIFICATION OF MARRIED MEN.**

It has come to the attention of this Office that a number of Local Boards are disregarding the instructions of the Provost Marshal General in reference to the classification of married men with children and have classified in many instances married men with children in Class One on the assumption that the wives were able to support the family. This is improper, and all such married men classed in Class One should be immediately given a deferred classification.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.

**Circular Letter No. 415.**

**STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO**

18.  
*To all Local and District Boards:*

August 20, 1918.

**SUBJECT: AMENDMENT TO SECTION 79, NOTE 3.**

The following change in the Selective Service Regulations is quoted for the information and guidance of all concerned:

Section 79, Note 3, is amended to read as follows:

“The words ‘persons in the military and naval service of the United States,’ as employed in said Act of Congress and in these Regulations, shall be construed as including



all officers and enlisted men of the Regular Army, the Regular Army Reserve, the Officers' Reserve Corps, and the Enlisted Reserve Corps; all officers and enlisted men of the Navy, the Marine Corps, and the Coast Guard; all officers and enlisted men of the Naval Militia, Naval Reserve Force, Marine Corps Reserve, and National Naval Volunteers recognized by the Navy Department; *all officers of the Public Health Service commissioned under authority of the Act of January 4, 1889*; and any of the personnel of the Lighthouse Service and of the Coast and Geodetic Survey transferred by the President to the service and jurisdiction of the War Department or of the Navy Department.

“Officers and enlisted men of the National Guard and National Guard Reserve not drafted into the military service of the United States shall not be regarded as in the military service of the United States, although their organizations may have been recognized by the Militia Bureau unless and until such organizations have been specially designated by orders from the War Department to be drafted into the military service of the United States.”

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.

**Circular Letter No. 416.**

**STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO**

16.

August 19, 1918.

*To all Local and District Boards and Medical Advisory Boards:*

**SUBJECT: EMPLOYMENT OF CLERKS.**

1. Governor William D. Stephens has directed this Office to request all Boards, when employing clerks or assistants of any



kind, that preference be given dependents of soldiers and sailors.

2. The Local, District and Medical Advisory Boards employ three hundred or more clerks, and upon the extension of the ages of registrants many more will be necessary.

3. The Selective Service Boards should in every way relieve the distress, both mental and financial, whenever possible, of the men sent to camp, and it appears that this procedure should be productive of great good in that direction.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.

**Circular Letter No. 417.**

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

18. August 20, 1918.  
*To all Draft Executives:*

SUBJECT: RESCINDING SECTION 51, S. S. R., AND SUBSTITUTING  
THEREFOR AMENDED SECTION 140.

Section 51, S. S. R., is hereby rescinded, and Section 140, S. S. R., amended as follows, is substituted therefor:

Section 140. 1. A registrant who, after the time set for his induction into military service (Section 133, 157, S. S. R.,) and with intent to evade such service,

(a) Fails to report for military duty under induction orders, whether issued by the Adjutant General of the State (Form 1014) or by a Local Board (Form 1028); or who

(b) Fails to entrain for a mobilization camp pursuant to orders; or who



(c) Absents himself from his party en route to a mobilization camp, or otherwise refuses or neglects to proceed to the camp as ordered

IS A DESERTER AND SUBJECT TO PUNISHMENT  
BY A COURTMARTIAL.

NOTE.—Under Section 49 it is the duty of all police officials to arrest such deserters and take them before a Local Board.

2. The fact of such desertion shall be reported by the Local Board to the local police authorities on Form 1012, with a copy of the deserter's registration card. If such police authority is unable to produce the deserter within forty-eight hours, or in case he does not voluntarily appear before the Local Board within that time, such Board shall immediately report the deserter's name to the Adjutant General of the Army direct on Form 1018, enclosing a copy of the order of induction into military service (Form 1028), the registration card (Form 1), and the report of physical examination (Form 1010) in respect of such person, and shall enter the date of mailing of such report in Column 25 of the Classification List.

3. Upon the arrest of a deserter, the official or other person making the arrest shall take him before a nearby Local Board (preferably the Local Board which ordered him to report for military duty).

4. Upon the appearance of a deserter before a Local Board, WHETHER VOLUNTARY OR UNDER ARREST, the procedure shall, in all cases, be as follows:

5. THE LOCAL BOARD SHALL FIRST INQUIRE WHETHER THE FAILURE TO REPORT, OR OTHERWISE PERFORM ANY DUTY DESCRIBED IN PARAGRAPH 1 ABOVE, WAS WITH OR WITHOUT INTENT TO EVADE MILITARY SERVICE. IT SHALL THEREUPON CAUSE HIM TO BE PHYSICALLY EXAMINED, UNLESS A RECENT RECORD OF HIS PHYSICAL EXAMINATION IS ALREADY IN THE POSSESSION OF HIS LOCAL BOARD.

(a) *Default wilful; registrant qualified for general military service.* If the Local Board finds that the registrant failed to report or otherwise perform any duty described



in paragraph 1 above, with intent to evade military service, and that he is physically qualified for general military service (Group A), it shall make and deliver to a police official or guard, a certificate (Form 1021) to the effect that the desertion was wilful, to which shall be attached a letter stating the facts of desertion and apprehension and shall direct such police official or guard to deliver the deserter to the nearest army camp, post or station.

*Reward:* (1) If such deserter has voluntarily appeared before the Local Board, or has been brought before it by a person not entitled to collect a reward, the Local Board shall make proper arrangements for his delivery to the nearest Army camp, post, or station, as a deserter, **BUT NO REWARD SHALL BE PAID.** The person delivering such deserter shall be entitled to actual and necessary expenses only, plus such reasonable compensation as may be prescribed by the Local Board and approved by the Commanding Officer of the camp to which the deserter is delivered, the total not to exceed \$50 per man.

(2) In all cases, the person delivering a wilful deserter is entitled to collect a reward of \$50. In either case, Local Boards shall issue Form 1021, but shall recommend thereon whether the entire reward of \$50, or reimbursement of expenses, should be paid.

*(b) Default wilful: Registrant qualified for general military service in deferred remediable group.* If the Local Board finds that the registrant failed to report or otherwise perform any duty described in paragraph 1 above, with intent to evade military service, and that he is physically qualified for general military service, but has a remediable defect (Group B), action shall not be delayed, but such case shall be disposed of in accordance with paragraph (a) above.

*Reward:* See paragraph (a) above.

*(c) Default wilful: Registrant not qualified for general military service.* If the Local Board finds that the registrant failed to report or otherwise perform any duty described in paragraph 1 above, with intent to evade military service, and that the deserter is physically qualified for special or limited military service only (Group C),



or is totally and permanently physically disqualified (Group D), it shall *not* forward him to an Army camp, post or station. The Local Board shall, however, immediately communicate by telegraph with the Commanding Officer of the mobilization camp to which men are being sent on a pending general call, if any, or to which men were sent on the last preceding general call, stating the facts in the case, that the desertion was wilful and the deserter physically disqualified, whether the desertion is admitted, and requesting immediate instructions. If the Commanding Officer directs that the deserter be forwarded to camp, he shall be delivered in the manner prescribed in paragraph (a) above. If the Commanding Officer directs his discharge (see Circular A. G. O.—1/12/18), the Local Board shall forthwith reclassify the deserter in Class V, as being totally and permanently disqualified for military service, or in Class I, qualified for special or limited military service, as determined by the result of the physical examination, and shall forthwith refer the case to the United States District Attorney for violation of Section 6 of the Selective Service Law.

*Reward:* No reward shall be payable for the apprehension and delivery to a Local Board of a wilful deserter, found physically disqualified, or qualified for special or limited military service only. The person making the arrest and delivery, however, is entitled to reimbursement for the actual and necessary expense incurred, not to exceed \$50 per man, in the apprehension and delivery of a deserter to such Local Board. The account for reimbursement of such necessary and reasonable expense will be stated on War Department Form 350—A, which may be obtained by the Local Board upon application to State Headquarters. After certification by a member of the Local Board, this account shall be forwarded for payment to the Commanding Officer of the nearest Army post, camp or station. There should be attached to the claim for reimbursement, a receipt from the Local Board for the deserter. This account should be carefully prepared and sworn to by the Officer claiming the reimbursement.

(d) *Default nonwilful: Registrant qualified for general military service.* If the Local Board finds that the registrant failed to report or otherwise perform any duty



described in paragraph 1 above, but without intent to evade military service, and that he is physically qualified for general military service (Group A), it shall send him to the mobilization camp, to which men are being sent on a pending general call, if any, or to which men were sent on the last general call.

*Reward:* See paragraph (g) below.

(e) *Default nonwilful: Registrant qualified for general military service in deferred remediable group.* If the Local Board finds that the registrant failed to report or otherwise perform any duty prescribed in paragraph 1 above, but without intent to evade military service, and that he is physically qualified for general military service, but has a remediable defect (Group B), he shall be sent to the mobilization camp, as described in paragraph (d) above.

*Reward:* See paragraph (g) below.

(f) *Default nonwilful: Registrant qualified for special or limited service only.* If the Local Board finds that the registrant failed to report or otherwise perform any duty described in paragraph 1 above, but without intent to evade military service, and that he is physically qualified for special or limited military service only (Group C), he shall be forwarded on the next general call for men qualified for such special or limited military service.

*Reward:* See paragraph (g) below.

(g) *Default nonwilful: Registrant disqualified for general military service.* If the Local Board finds that the registrant failed to report or otherwise perform any duty described in paragraph 1 above, but without intent to evade military service, and that he is totally and permanently physically disqualified (Group D), it shall report the case to the mobilization camp, as described in paragraph (d) above, with a request for instructions.

*Reward:* No reward shall be payable for the apprehension and delivery to a Local Board of a nonwilful deserter (Paragraphs d, e, f, g), or of a deserter found to be an enemy alien (Paragraph 10 below), but reimbursement may be obtained for the actual and necessary expense incurred, not to exceed \$50 per man, in the apprehension



and delivery of a deserter to such Local Board. Accounts for reimbursement of such necessary and reasonable expense will be stated on War Department Form 350-A, which may be obtained by the Local Board on application to State Headquarters, and after certification by a member of the Local Board, will be forwarded for payment to the Commanding Officer of the mobilization camp to which men are being sent on a pending general call, if any, or to which men were sent on the last preceding call. There should be attached to this claim for reimbursement a receipt from the Local Board for the deserter. This account should be carefully prepared and sworn to by the officer claiming reimbursement. In this connection attention is invited to General Orders No. 26, War Department.

6. In respect to the foregoing rules for rewards and expenses see Act of Congress, March 2, 1913, and General Orders No. 26, March 21, 1918, the following qualifications apply:

(a) A reward can not be paid to a Local Board member, or clerk, or to a Federal official, but such persons may obtain reimbursement for actual and necessary expenses as herein provided.

(b) Whenever it is found that the expenses of the delivery of a willful deserter to the nearest army post, camp or station will be in excess of \$50, Local Boards should telegraph to the Commanding Officer of such camp, post or station and request authority for such delivery, indicating that the expenses in connection with such delivery will be in excess of the usual reward of \$50.00.

(c) If, upon delivery of an alleged deserter to the Local Board, it is found that he has not actually been inducted into service no reward shall be paid, but the officer who has apprehended and delivered the alleged deserter may obtain reimbursement for actual and necessary expenses incurred by submitting a claim to the nearest United States Marshal, together with a statement of the facts and a certificate from the Local Board concerned that the man apprehended and delivered has not been inducted into military service under the provisions of the Selective Service Regulations. The United States



Marshal will thereupon transmit the papers to the Department of Justice, with his approval or disapproval, and action upon the claim will be promptly taken.

7. *Papers to be forwarded.* If the Local Board forwarding the deserter is the one which originally ordered him to camp it shall forward a new set of the usual papers to the mobilization camp, together with a letter stating that such papers cover the person named therein and that he is being sent to camp as a deserter, and giving the facts of desertion and apprehension or voluntary appearance.

8. When the Local Board sending the deserter to camp in accordance with this section is not the Board which originally ordered him to camp it shall inform the Local Board which ordered him to camp that the deserter is being sent to a camp, naming it, and shall enclose three copies of Form 1010, requesting the other Board to send to such camp the following mobilization papers with a letter stating that the papers cover the person named therein and that he is being sent to camp by the Local Board, naming it, before which he appeared as a deserter:

(1) One copy of Form 1029 (in duplicate) in respect of the deserter, filling in the date as of the date the Local Board was informed by the Local Board of transfer of the deserter's arrest.

(2) One copy each of Forms 1029-A and 1029-B in respect of the deserter, dating same as in (1).

(3) One copy of Form 1 (Registration Card) in respect of the deserter.

(4) Two copies of Form 1010 in respect of the deserter.

9. The Local Board sending the deserter to camp shall inform the Commanding Officer of the post, camp or station that it will entrain the deserter, naming him, and that it, or the Local Board of previous jurisdiction, naming it, will furnish the necessary mobilization papers.

10. Upon the appearance before a Local Board of a deserter, willful or nonwillful, who is found to be an enemy alien, such Board shall immediately telegraph to the Commanding Officer of the proper mobilization camp (see paragraph (d) above), a full statement of the case and request instructions. If the Camp Commander directs his discharge, the Local Board shall



thereupon report to the United States District Attorney, who will consider the question of internment.

11. In every instance in which a Local Board disposes of the case of a deserter in accordance with the procedure outlined in paragraph 5 above, it shall forthwith notify the State Adjutant General and the Provost Marshal General of the action taken, using Forms 1021-A and 1021-B.

12. In forwarding deserters to military control under paragraphs (a), (d) and (f) above, the following procedure will be adopted with reference to call numbers, as indicated on Forms 1029 and 1029-A and B.

All willful deserters forwarded to a military post, camp or station shall be forwarded under call number "Des." Nonwillful deserters who are forwarded to a mobilization camp with a contingent of men under general call will be forwarded under the call number for that call. Nonwillful deserters forwarded to mobilization camp at a time when no general call is in effect will be forwarded under call number "N. W. D."

13. In cases of extreme and unusual hardship, the provisions of Section 139 may be invoked in the case of a nonwillful deserter, physically qualified for general military service, or for special or limited military service, or placed in the deferred remediable Group B.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.

### Circular Letter No. 418.

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

20

August 20, 1918.

*To all Selective Service Executives:*

SUBJECT: GENERAL CROWDER'S LETTER DECLINING PROMOTION.

1. Enclosed herewith is copy of letter written by Major General E. H. Crowder, Provost Marshal General, to Senator Chamberlain.



2. As you are aware, provision had been made in the Army Appropriation Bill for the promotion of General Crowder to the grade of Lieutenant General. In his letter to Senator Chamberlain, General Crowder gives his reasons for declining the promotion. It is believed this letter will be of interest to those men who are giving their time to the carrying on of the Selective Service Law.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.

*General Crowder's Letter Declining Promotion to Rank of  
Lieutenant General.*

July 5, 1918.

HONORABLE GEORGE E. CHAMBERLAIN,  
United States Senate.

MY DEAR SENATOR CHAMBERLAIN:

In view of that provision of the Army Appropriation Bill, personal to myself, now pending before the Conference Committee, it is unavoidable that I should take this opportunity to lay before you and also Mr. Dent, Chairman of the House Conferees, my personal sentiments, and to ask you to communicate them, if you see fit, to your associates.

That the provision in question involves a compliment and a distinction which I value beyond anything in my military career, is natural; and that the approval testified to by the vote of the Senate gratifies me beyond the power of words to express, is a simple statement of fact.

But, after considerable reflection, and viewing the matter in a broad way, I am reluctant to allow the consideration of the proposed proviso to proceed any further. If the conferees are in accord with my wishes in this regard, I should be glad if you, for the Senate Conferees, and Chairman Dent, for the House Conferees, in reporting back to your respective houses



that the Senate yielded on this provision, would say that the action was in accord with my request and for the express reason next to be stated.

Forty-eight States and three Territorial Headquarters and nearly six thousand Local and District Boards, with an aggregate membership of nearly eighteen thousand citizens, assisted by legal and medical Advisory Boards in every jurisdiction, have co-operated with the National Headquarters efficiently and honorably, and many without compensation, in the superb team-work which has produced the gratifying results attained under the Selective Service Law. These results embrace the registration of more than ten and one-half millions of citizens and their classification for military service, and the entrainment of the nearly 1,600,000 men now serving with the colors. By August 1st of this year this latter number will be approximately 2,000,000, and by the close of the year, if expected requisitions are received, the aggregate will approach 3,000,000. Of the members of these boards it may be truly said that when the Selective Service System which they administer ceases to function efficiently to produce the military and to conserve the industrial man-power, we shall be in a fair way to lose this war. I have long entertained the view that something ought to be done to recognize publicly and emphatically the enormous sacrifices these citizens have made in bestowing the continuous and exhausting services that has been indispensable in carrying the administrative burden of the Selective Service System. The difficulty has been in devising a suitable reward, nation-wide in its application, and acceptable generally to those who have so participated. At the risk of being regarded as ungrateful to the proposers of this provision, I can not bring myself to be satisfied that my own conscientiously performed share in discharging that duty should become the subject of recognition, so long as the far greater share of these other builders of the National Army remains without public and distinguished acknowledgment in the records of Congress.

These men, my fellow-workers, their toils, their sacrifices, and their achievements, are next to my heart. On this subject, I frankly confess to a deep sentiment—I hope that it will not be reckoned as sentimentality—a sentiment which would



not receive unalloyed satisfaction from the bestowal of any honor, however generous, that is personal to myself only.

In placing before you at this time these sincere convictions, I trust that I have adequately expressed the motive that prompted this letter.

Cordially and gratefully yours,

E. H. CROWDER,  
Provost Marshal General.

### Circular Letter No. 419.

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

20

August 20, 1918.

*To all Selective Service Executives:*

SUBJECT: AMENDMENT OF SECTION 90, S. S. R.

1. The following changes in Selective Service Regulations is quoted for the information and guidance of all concerned:

“1. Section 90, Selective Service Regulations, has been amended by inserting in the first sentence of the second paragraph of said section, after the words in parenthesis in the third line of said sentence ‘Section 120,’ the following words: ‘or because such names have been omitted or stricken off by reason of error or mistake’; so that the said first sentence of the second paragraph of Section 90 so amended shall read as follows: ‘When names are to be added to the Classification List, either because of late registration (Section 54), or because of change of status (Section 120), or because such names have been omitted or stricken off by reason of error or mistake, such names shall be added to the bottom of the Classification List following the names of persons already entered thereon.’ The remainder of Section 90 will remain as at present.

“2. It has been discovered that in some localities errors and mistakes have occurred by reason of which certain registrants



who, under the first draft, failed to report and should, by due process, have been reduced to the condition of deserters, were not proceeded against in accordance with the old Regulations, and that Local Boards which had reported such registrants on old Form 146-A, and had assumed that such registrants had become deserters, erased their names from the classification list at the time of the original preparation of the classification lists. For example, it has been discovered in one jurisdiction that a large number of Local Boards during August, September, October and November, 1917, forwarded the pink list, old Form 146-A, to the District Board, and the District Board, instead of forwarding same by indorsement to the Adjutant General of the State, filed said lists and held them without action until recently. The Local Boards interested properly assumed that the lists had gone forward to the Adjutant General of the State and that the registrants so listed had become deserters and the Local Board therefore drew a red line through the names of such registrants on the classification list. The result has been that such registrants have been totally lost sight of, neither being reported as deserters under the old Regulations, nor being classified under the new Regulations. Similar mistakes may have arisen in other jurisdictions by failure of Local Boards to forward old Form 146-A, or by the failure of District Boards to forward the same to the Adjutant General of the State, or by mistake in the latter's office in failing to issue the notices to such registrants and thereafter report them as deserters. You will immediately have an exhaustive investigation made in order to ascertain whether or not any such mistakes or errors have been made in your State, and if any such errors or mistakes have occurred, you will order Local Boards to proceed immediately in accordance with Section 90 as amended and the remaining sections of Part V, Selective Service Regulations."

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.



Circular Letter No. 420.

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

August 20, 1918.

*To all Selective Service Executives:*

SUBJECT: INDUCTION OF CLERICAL HELP.

The following telegram from the Provost Marshal General is quoted for the information and guidance of all concerned:

301SF TN    311 GVT.    CA Washington, D. C.    713P Aug.  
19, 1918.

*Adjutant General,  
Sacramento, California.*

Number B twenty-six eight two period fully realizing the difficulties of securing and maintaining competent and ample clerical forces for state headquarters and for local comma district and medical advisory boards comma and in anticipation of the largely increased volume of work which will result from the enactment into law of the bill now pending in congress to increase the age limit and the necessity for expeditiously classifying the new registrants in order to be ready to respond instantly to all calls for men comma this office has requested and secured authority to induct into service either as private or in noncommissioned grades for clerical and administrative work at state headquarters and at local comma district and medical advisory boards comma class one registrants who are physically disqualified for general military service but qualified for special or limited military service and also specially qualified for such clerical and administrative work period detailed instructions concerning the induction of such registrants comma their mustering in comma the noncommissioned rank which may be allowed in certain cases and so forth will be issued in due course period until such instructions are promulgated the specific authority



issued by this office for the induction of such registrants no steps should be taken except that boards ought to make careful inspection of their lists of class one limited service men qualified as clerks and ascertain whether or not there may be some registrants in deferred classes who will be willing to waive deferred classification and be inducted for this purpose period Local boards should make a tentative list of such men comma bearing in mind that such registrants will be needed not only for local boards but also for state headquarters and district medical advisory boards period Promulgate this immediately and fully to local comma district and medical advisory boards.

CROWDER.  
816P

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.

**Circular Letter No. 421.**

**STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO**

20.

August 20, 1918.

*To all Local Boards:*

August 10, 1918.

FROM: Office of the Provost Marshal General.

To: Draft Executives in all States.

SUBJECT: EXPENSES OF SELECTED MEN AFTER INDUCTION.

1. Frequent instructions sent by this office regarding the payment for services for selected men subsequent to induction directed that such claims be sent to the Depot Quartermaster, Washington, D. C. This work has been transferred to the Quartermaster General, Central Disbursing Branch, Washington, D. C., and such instructions are modified to that extent.



2. This means that all vouchers covering automobile hire, transportation by common carrier, or any other means of transporting inducted men from the set of the Board to camp, and also vouchers covering meals and lodging of men after induction, should be sent as above directed to the Quartermaster General, Central Disbursing Branch, and not to the Depot Quartermaster.

E. H. CROWDER,  
Provost Marshal General.

By W. S. PRICE,  
W. S. PRICE,  
Major, N. A.,  
Chief Disbursing Officer.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.

**Circular Letter No. 422.**

**STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO**

20.

August 20, 1918.

*To all Local Boards:*

August 12, 1918.

FROM: Office of the Provost Marshal General.

To: Draft Executives in all States.

SUBJECT: CORRECTION OF IRREGULAR TRANSPORTATION REQUESTS OR MEAL TICKETS.

1. The attention of this office has been drawn to the fact that there are many cases where inducted men en route to camps have trouble due to improperly prepared transportation requests or meal tickets, or because of their not having been



issued a sufficient number of meal tickets to subsist them en route to the mobilization camp. In response to inquiries as to the proper procedure, the following is directed:

2. A Local Board to whom an inducted man applies for correction of an error in his transportation request or meal tickets, or to obtain a sufficient supply of meal tickets necessary for the number of meals required en route to mobilization camp, may correct the error or supply the deficiency. Each case must be treated according to the circumstances and care must be taken that the Government is not defrauded thereby. Inducted men should be required to show their induction papers or other evidence that they are traveling to camp and that the deficiency is not caused by any fault of their own. In every case, a report of the circumstances connected with the issuance of requests or meal tickets must accompany the memorandum copies to the Quartermaster General, Washington, D. C.

3. Where issuance of transportation requests or meal tickets is made to an inducted man who, through his own carelessness, has been left behind while en route to camp, a full statement of the circumstances should be made and accompany the memorandum copy of the transportation request or meal tickets, forwarded to the Quartermaster General.

E. H. CROWDER,  
Provost Marshal General.

By W. S. PRICE,  
S

W. S. PRICE,  
Major, N. A.,  
Chief Disbursing Officer.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.



Circular Letter No. 423.

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

H-22

August 22, 1918.

*To all Local and District Boards:*

SUBJECT: DEPENDENCY OF WIFE.

1. The rules laid down in Circular Letter No. 400 are amplified and explained by the hereinafter quoted telegram which should be carefully studied in connection therewith.

2. Said telegram is as follows:

WASHINGTON, D. C., August 19, 1918.

*Adjutant General,  
Sacramento, California.*

Number B2695. Retel 554. Paragraph third of our A1923 does not change any of the rules under which dependency claims may be considered. The limitations on the consideration of a wife's ability to earn a living are set forth in the Regulations and remain unchanged. Items making up reasonably adequate support are such as allotment and allowances provided by law, income from husband's or wife's investments or other income, etc., and support available other than that of which the consideration is prohibited by the Regulations may be considered under this Rule.

CROWDER.

3. The additional point to be particularly noted is that the possibility of the wife working should not be considered in determining the sources of reasonable adequate support and, although the wife may be thoroughly capable of earning a salary to insure her full support, that fact should not be considered in determining her dependence.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.



Circular Letter No. 424.

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

August 21, 1918.

*To all Local and District Boards:*

SUBJECT: AMENDMENT SECTION 77, S. S. R.

1. The following telegram received from The Provost Marshal General is quoted for the information and guidance of all concerned:

*Adjutant General,  
Sacramento, California.*

Number B twenty-seven ten. The following additional paragraph has been added to section seventy-seven rule three at the end of said paragraph and rule "When a claim is made for deferred classification under subsections F, G, H, or I of this rule and is supported by the affidavit of necessity and certificate of approval which comply with the requirements of these regulations such affidavit of necessity and certificate of approval shall be considered as prima facie evidence of the fact that the registrant is a necessary employee as claimed and he shall be placed in class three unless other substantial evidence is received by the Local Board sufficient, in the judgment of the Board, to rebut such prima facie evidence and to prove that the registrant is not a necessary employee as claimed. In case such a claim is made and is properly supported for such deferred classification on behalf of registrant found upon physical examination to be disqualified for general military service, the Local Board shall grant the claim and place the registrant in class three, notwithstanding he may have been placed in some other class prior to such physical examination and finding as to his physical disqualification, unless evidence other than the affidavit of necessity and the certificate of approval conclusively proves that such registrant is not a necessary employee as claimed."



Promulgate the foregoing immediately to all Local Boards with instructions that they have authority to reopen and reclassify registrants who have been placed in class one and found not qualified for general military service but qualified for special or limited service in behalf of whom deferred classification was requested as necessary Government employee and was denied.

CROWDER.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.

**Circular Letter No. 425.**

**STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO**

H-18

August 22, 1918.

*To all Local Boards:*

SUBJECT: BRASSARDS.

1. No Brassards have as yet been received from The Provost Marshal General, and as soon as they are received, they will be sent to Local Boards without requisitions.

2. Until a sufficient supply is received, continue to use Arm Shields.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.



Circular Letter No. 426.

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

5-18

August 22, 1918.

*To all Local and District Boards:*

SUBJECT: CIVIL PROSECUTION OF WILFUL DESERTERS, PHYSICALLY DISQUALIFIED.

1. The following letter received from the Office of The Provost Marshal General is quoted for the information and guidance of all concerned:

“1. It is the announced policy of the Department of Justice to prosecute vigorously, all obstinate wilful deserters, who can not be forwarded to mobilization camps under amended Section 140, S. S. R., by reason of physical disability.

“2. Where Local Boards are of the opinion that the offense of wilful deserters, who are physically disqualified, is so flagrant as to demand punishment, they will call the case to the attention of the nearest United States District Attorney. If such attorney refuses to prosecute, this office should be advised, through the State Adjutant General, in order that the matter may be taken up with the Department of Justice and the District Attorney properly instructed.”

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.



Circular Letter No. 427.

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

5-18

August 22, 1918.

*To all Local and District Boards:*

SUBJECT: CHANGES No. 6, S. S. R.

1. The following letter received from the Office of The Provost Marshal General is quoted for the information and guidance of all concerned:

“1. Pursuant to an Act of Congress, approved July 9, 1918, which relieves neutral declarants from liability to military service on certain conditions, Changes No. 6, S. S. R., have been promulgated today.

“2. The suspension of involuntary induction of any registrant who is a neutral declarant, directed by telegram No. B 1971 of July 10th remains effective until the day specified in his notice on P. M. G. O. Form No. 1042, prescribed in Section No. 117½, S. S. R., as contained in Changes No. 6, S. S. R., and in the case of any such registrant who files the affidavit prescribed in Section No. 117½, S. S. R., withdrawing his intention to become a citizen of the United States, such suspension of involuntary induction remains effective until such affidavit has been considered according to the procedure directed in Section No. 117½ and Rule XII (1) Section No. 79 as contained in Changes No. 6, S. S. R., and the registrant has been finally classified by the Local Board and by the District Board if the case is appealed.

“3. Please transmit the above information to all Local and District Boards.”

2. Changes No. 6, S. S. R., are in the mails from Washington and will be distributed as soon as received.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.



Circular Letter No. 428.

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

5-18

August 22, 1918.

*To all Local Boards:*

SUBJECT: QUESTIONNAIRES TO REGISTRANTS OF AUGUST 24, 1918.

1. The following telegram received from the Provost Marshal General is quoted for the information and guidance of all concerned:

WASHINGTON, D. C., August 21, 1918.

*Adjutant General,  
Sacramento, California.*

Number B 2735. Communicate following instructions to all Local Boards with reference to procedure following registration August 24th:

1. Beginning on Monday, August 26th, Questionnaires of second edition shall be sent to all registrants with the provisions of Section 92 and the last paragraph of Section 99 as amended of Selective Service Regulations, except in mailing Questionnaires Local Boards shall defer making any entries of classification list until after registration numbers and order numbers have been assigned in accordance with paragraph three telegram B 2604 of August 13, 1918. The spaces for registration, serial and order numbers on the Questionnaires shall be left blank. Registration and order numbers shall be filled in after they have been determined and the Questionnaires are returned. After order numbers have been determined the names shall be entered upon the classification list in the order of their liability for service and the date on which Questionnaire was mailed to each registrant shall then be entered in Column Five of Classification List. For this purpose a tentative list of the dates on which Questionnaires are mailed should be kept by each Board. In preparing Form 1002 Section 92, S. S. R., the words in the heading "under jurisdiction of this Local Board whose



order numbers are between number blank and number blank inclusive," shall be stricken out and these words written in lieu thereof: "Important notice to registrants who registered August 24, 1918." Copies of Form 1002 should be furnished to Local Boards.

2. When the Adjutant General prepares the list showing the registration numbers assigned to cards forwarded by Local Boards, a duplicate of each list forwarded to the respective Local Boards shall be forwarded to the Provost Marshal General for the purpose of a record of the number of registrants.

3. It is necessary that greatest expedition be used in mailing out Questionnaires and in classifying registrants in order that Class One men for the September calls may be available.

CROWDER.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.

**Circular Letter No. 429.**

**STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO**

5-18

August 26, 1918.

*To all Local Boards:*

**SUBJECT: IMPROPER CONDUCT ON TRAINS.**

1. The following telegram received from the Provost Marshal General is quoted for the information and guidance of all concerned:

WASHINGTON, D. C., August 24, 1918.

*Adjutant General,  
Sacramento, California.*

Number E 2278. Reports received from the United States Railroad Administration disclose grossly improper



conduct of inducted men enroute to camp. Instruct Local Boards at once to see that provisions of Changes No. 7, Selective Service Regulations, are fully complied with. If brassards mentioned therein have not been received and distributed to Local Boards, advise.

CROWDER.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.

Circular Letter No. 430.

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

5-13

August 26, 1918.

*To all Local Boards:*

SUBJECT: MEAL TICKETS.

1. The Quartermaster General has authorized the increase of minimum allowances for meals purchased on Selective Service Meal Tickets to Seventy-five Cents (75¢).

2. Wherever Local Boards issue Meal Tickets they will cancel the figure "60" where it appears on the Meal Tickets and place above it the figure "75." For this purpose a rubber stamp is enclosed.

3. This will make the Meal Ticket read, "Please furnish to-----and-----other selected men enroute to-----one meal each not to exceed 75 cents per meal.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.



Circular Letter No. 431.

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

5-13

August 28, 1918.

*To all Local Boards:*

SUBJECT: INDUSTRIAL INDEX CARDS.

1. The following telegram received from The Provost Marshal General is quoted for the information and guidance of all concerned:

WASHINGTON, D. C., August 28, 1918.

*Adjutant General,  
Sacramento, California.*

Number E 2195. Though expressly requested not to do so in our telegram of July 9, 1918, Number E 1765, Local Boards continue to transcribe and forward Occupational Cards for registrants of the 1918 Class. Please take such steps as will insure the discontinuance of this practice. Furthermore it would greatly facilitate our operations here if Local Boards in preparing Form 1029, 1029A, 1029B, 1029C and 1029E, would distinguish 1917 from 1918 registrants by entering "1917" or "1918" respectively opposite names thereon.

CROWDER.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.



Circular Letter No. 432.

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

5-13

August 28, 1918.

*To all Local Boards:*

SUBJECT: REPORT ON BOARDS OF INSTRUCTION.

1. The following telegram received from The Provost Marshal General is quoted for the information and guidance of all concerned:

WASHINGTON, D. C., August 28, 1918.

*Adjutant General,  
Sacramento, California.*

Number E 2021. Bulletinize all Local Boards as follows: Reference Boards of Instruction dealt with in Form 76 and letter of July 4th, from this office, each Local Board is directed to report immediately through the State Adjutant General as follows: First, NAMES, ADDRESSES, and OCCUPATIONS of persons appointed to Board of Instruction, and name of chairman; secondly, NAME of board member if any especially in charge of the several branches of instruction. Boards which already have forwarded such report to this office need not again report; but hereafter all communications reporting or asking for information should be forwarded through State Adjutant General. Printed bulletins on above subjects will shortly issue from this office to each Board of Instruction. In view of the expected labors of Local Board members in the work of classification of the new registrants, it is recommended that the Boards of Instruction be completely organized as soon as possible, so that no personal labor at all in connection with that subject need be expected of the Local Board members themselves.

CROWDER.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.



Circular Letter No. 433.

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

13

August 29, 1918.

*To all Local Boards:*

SUBJECT: FACILITIES FOR SEPTEMBER REGISTRATION.

1. The following telegram received from The Provost Marshal General is quoted for the information and guidance of all concerned:

WASHINGTON, D. C., August 28, 1918.

*Adjutant General,  
Sacramento, California.*

Number D 296. Advise all Local Boards that special attention should be given to furnishing facilities for the September Registration in close proximity to their work of men residing in congested districts surrounding large industrial enterprises such as shipbuilding, munition plants, etc.

CROWDER.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.



Circular Letter No. 434.

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

5-12

August 29, 1918.

*To all Local Boards:*

SUBJECT: INDUSTRIAL INDEX CARDS.

1. The following telegram received from The Provost Marshal General is quoted for the information and guidance of all concerned:

WASHINGTON, D. C., August 28, 1918.

*Adjutant General,*

*Sacramento, California.*

Number E 2302. Telegram E 2195 of August 26, 1918, is hereby canceled and reissued to read as follows: Though expressly requested not to do so in our telegram of July 9, 1918, Number E 1765, Local Boards continue to transcribe and forward Occupational Cards for registrants of the 1918 Class. Please take such steps as will insure the immediate discontinuance of this practice. Furthermore, it would greatly facilitate our operations Local Boards in preparing 1029, 1029A and 1029B Forms, would distinguish 1917 from 1918 registrants by entering "1917" or "1918" respectively opposite names reported thereon. Since Occupational Cards for 1918 registrants are not desired Form 1029F for these registrants should not be used.

CROWDER.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.



Circular Letter No. 435.

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

5-18

August 29, 1918.

*To all Local Boards:*

SUBJECT:     { 1. INDUCTION OF BRITISH.  
                  { 2. INDUCTION OF DECLARANTS.  
                  { 3. WORK OR FIGHT NOT PART OF CLASSIFICATION.

1. The following telegram received from The Provost Marshal General is quoted for the information and guidance of all concerned:

WASHINGTON, D. C., August 28, 1918.

*Adjutant General,  
Sacramento, California.*

Number D 293.

1. Communicate the following instructions in full to all Local Boards in your State: Examine the registration cards of all persons who registered on August 24th, or since that date, in pursuance of the President's Proclamation of August 13th, and place in a separate file the cards of all British subjects, including Canadians, whether declarants or nondeclarants. Until further notice, make such cards available for inspection by properly accredited representatives of the British and Canadian Recruiting Mission. In order to comply with the terms of the conventions this Country has ratified with Great Britain and Canada, the involuntary induction of every such person shall be suspended until and including September 23, 1918. The statement of a registrant on his registration card that he is a subject of Great Britain or a Canadian shall be sufficient evidence of his nationality, unless the Local Board is satisfied that such statement is untrue. In this connection attention is invited to my Telegram



B 1974 and the amendment to Paragraph "H," Section 151, S. S. R., announced therein.

2. Attention is also invited to Section 117 $\frac{1}{2}$ , S. S. R., embodied in printed Changes No. 6, S. S. R., which directs the stay of involuntary induction of any registrant who is a subject of a Country neutral in the present War who has declared his intention to become a citizen of the United States. Form 1042 and two copies of blank Form 1041 shall be mailed to every such registrant who registered on August 24th or since in pursuance to the Proclamation of August 13th, and such other action shall be taken in respect of such registrant as is prescribed in Changes No. 6, S. S. R.

3. In the administration and enforcement of Sections 121A to 121L, S. S. R., which provide for the withdrawal of deferred classification and order number of registrants found to be idlers or engaged in nonproductive occupations or employments, it should be borne in mind that these Sections do not constitute in any respect a part of the classification rules and procedure. Said Sections of the rules are not to be applied until after classification of a registrant and then only in respect to registrants who are engaged in occupations enumerated in Section 121K and are in deferred classification because of dependents or have late order numbers. Said Sections 121A to 121L are not to be invoked until final action in respect of classification of a registrant has been taken and a reasonable time has elapsed thereafter to permit a change of employment.

CROWDER.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.



Circular Letter No. 436.

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

5D-17.

*To all Local Boards:*

SUBJECT: COMPENSATION OF LOCAL BOARD MEMBERS.

The following telegram from the office of the Provost Marshal General is published for the information and guidance of all concerned:

WASHINGTON, D. C., August 28, 1918.

*Adjutant General,  
Sacramento, California.*

1. You may announce to all Local Boards that the following plan of compensation to Local Boards has been adopted and that Regulations and Instructions will be issued in the near future.

2. For all services over and above classification and registration between March first and June thirtieth, 1918, three dollars to each Local Board for each Registrant inducted into Service during said period and accepted in camp, which will be payable one dollar to each Board Member per each man so inducted, or otherwise distributed among Board Members in accordance with detailed instructions to issue.

3. For services rendered between July first and August thirty-first, 1918, in addition to the existing allowance of thirty cents per questionnaire finally classified, and in addition to per diem for registration, the same compensation as above stated, namely, three dollars to each Board for each Registrant inducted and accepted at camp between July first and August thirty-first, under the same rules and conditions as expressed in foregoing.

4. On and after September first, 1918, all pre-existing regulations concerning compensation of Local Boards will



cease to be effective, and from and after September first, 1918, such Board Members will be paid a compensation of one dollar per hour, not to exceed ten (\$10) dollars per day or two hundred (\$200) dollars per month for any Member; the maximum compensation allowable per Board to be graduated according to the number of Registrants in the jurisdiction of the respective Boards, the scale beginning with small Boards of one thousand Registrants or under, which Boards may receive a maximum compensation of one hundred fifty dollars (\$150) per month per Board, or fifty dollars (\$50) per month per Member; the top of the scale being Boards with seven thousand Registrants and over, which may receive compensation of six hundred dollars (\$600) per month per Board; such compensation to be divided equally, one-third of the same to go to each Member, or otherwise distributed among Board Members as set forth in paragraph one.

5. The foregoing is a mere outline and preliminary statement which will be followed by definite Regulations and Instructions, and no compensation is to be paid under the foregoing announcement nor until the Regulations are received and fully complied with.

CROWDER.

In accordance with the above, we would advise all Boards having claims for services performed in the Registration and Selection dating from June fifth (present registration), to withhold same until the new Regulations and Instructions are received.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.

August 29, 1918.



Circular Letter No. 437.

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

5-18.

August 30, 1918.

*To all Local Boards:*

SUBJECT: CURE OF REMEDIABLE DEFECTIVES.

Various Local Boards are asking numerous questions regarding the correction of remediable defects. For the information of such Boards, the following is published:

There is no method by which men who are not inducted into Military Service can be forced to undergo operations for the correction of remediable defects. Such operations must be taken voluntarily. It is believed, however, that proper publicity and proper calls on the patriotism of the men and their own regard for their own welfare will lead many men to undergo operations where such operations will benefit them physically. It is recommended that each of your remediable defectives be sent a letter giving him complete details of the arrangements which have been made.

When a registrant presents himself to the Local Board, the Board should explain to him that he will be sent to the Medical Advisory Board, who will refer him to the surgeons best able to correct his particular type of defect. These surgeons will make the corrections without charge. The Medical Advisory Board will also designate the hospital to which the man is to be sent. The man's hospital bills will be paid by the State. There will be no charge of any kind to the man himself.

If the man volunteers to have the correction made, the Local Board will instruct the registrant to prepare his business for his absence for a period of approximately thirty days, and the Local Board will also inform the Medical Advisory Board



that the man is prepared to undergo the necessary operation, giving the Medical Advisory Board all possible information and sending a copy of Form 1010, showing the man's physical examination record. The Medical Advisory Board will then inform the Local Board on what date the man is to report.

No man should be sent to the Medical Advisory Board who is not prepared to immediately undergo the necessary operation or who is not prepared to remain in the hospital for the length of time necessary to effect a complete and proper cure. Be sure of this before you send the man to the Medical Advisory Board.

After the cure, the registrant will be placed in the list of men available for General Military Service. It will, of course, be necessary for the surgeons to complete a new set of Form 1010 for the man after his discharge from the hospital, inasmuch as the old Form 1010 will show that the man is a defective. Do not attempt to make the corrections on Form 1010 yourself, but have this done by your Medical Examiners.

Your attention is also directed to the fact that you should not send for correction any man in a deferred classification who does not, prior to his being sent, sign the proper waiver of his deferred classification. It is not desired to correct the remediable defects of the entire population, but to correct only those of men who are willing and able to become soldiers immediately after the cure is accomplished.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.



Circular Letter No. 438.

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

5-13

August 30, 1918.

*To all Local Boards:*

The following letter from the Provost Marshal General is published for the information and guidance of all concerned:

FROM: Office of the Provost Marshal General.

To: Draft Executives in all States.

SUBJECT: TRANSPORTATION REQUESTS.

1. The Acting Manager of the Military Committee, Southwestern Passenger Association, under date of August 10th, complains that Local Boards are not preparing transportation requests in accordance with the instructions issued by this office in general letter dated June 7, 1918, which failure to follow instructions compels men to travel in day coaches when they are entitled to travel in Pullman or Tourist cars.

2. It is requested that attention of Local Boards be again called to the instructions regarding issuance of these transportation requests, especially that portion in regard to additional fare, charged when travel is in Pullman or Tourist cars. It should be understood that this extra fare does not go to the Pullman Company, but is an extra charge imposed by the U. S. Railroad Administration on account of Pullman or Tourist travel; therefore, in every case where inducted men are to travel by Pullman or Tourist cars, the request for transportation should have entered the words "With standard sleeping car increase," or "With tourist increase," as the case may require, and a separate request be issued for the Pullman or Tourist berth.

CROWDER.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.



Circular Letter No. 439.

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

5-13

August 30, 1918.

*To all Local and Medical Advisory Boards:*

The following letter from the Provost Marshal General is published for the information and guidance of all concerned:

FROM: Office of the Provost Marshal General.

To: All Draft Executives.

SUBJECT: MENTAL DEFECTIVES.

1. General Pershing recently cabled the War Department as follows: "Prevalence of mental disorders in replacement troops recently received suggests urgent importance of eliminating mentally unfit from organizations new draft prior to departure from United States."

2. This information should be transmitted to medical examiners through the Medical Aide, by incorporation in your next bulletin.

CROWDER.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.



Circular Letter No. 440.

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

5-18.

August 31, 1918.

*To all Local Boards and Medical Advisory Boards:*

SUBJECT: OCTOBER CALLS.

The following telegram received from the Provost Marshal General is quoted for the information and guidance of all concerned:

WASHINGTON, D. C., August 30, 1918.

*Adjutant General,  
Sacramento, California.*

Number E twenty-three fifteen.

1. Referring to my telegram, B twenty-seven thirty-five, attention is directed to the fact that October Calls will be extremely hard to fill and will severely test the ability of the Selective Service Machinery to produce men.

2. The men qualified for General Military Service in Class 1 of the June 5, 1917, and the June 5, 1918, registrations will be practically exhausted on September 30. While calls have not issued for all the men included therein, additional calls will be announced shortly for entrainment during the latter part of September.

3. The early October Calls must be filled from men who registered on August 24. This will require unusual effort on the part of Local and District Boards.

4. The entrainment under October Calls will probably be during the first week in October. As it will be impossible to obtain a Class 1 report in time to make this Call, the initial October quotas for General Service men will be apportioned so as not to exceed fifty per cent of the August 24 registration report from your State, and later calls will be used to exhaust the remaining Class 1.

5. In order that the August 24 registrants may be available for call at the earliest possible moment, the



President directs that the first paragraph of Section 122, S. S. R., be suspended until further orders and the following procedure substituted therefor:

#### PHYSICAL EXAMINATION.

Immediately upon classification in Class 1 by the Local Board of any registrant of the August 24 Class, in behalf of whom no claim has been made for deferred classification on the ground of engagement in industry or agriculture, and regardless of any appeal to the District Board in his case, the Local Board shall mail to the last known address of any such registrant so placed in Class 1 a notice (Form 1009) to appear for physical examination at a time and place to be designated in said notice (which time shall be five days from the date of the mailing of the notice), and shall enter the date of mailing of said notice in Column 19 of the Classification List. Immediately after the District Board has placed a registrant on the August 24 Class in Class 1 by whom or in whose behalf a claim has been made on agricultural or industrial grounds, the procedure respecting his immediate physical examination outlined above will be followed. Nothing in these instructions shall be construed as authorizing the physical examination of any registrant of the August 24 Class who is in a deferred class on any grounds.

6. No registrant shall be inducted into Military Service, however, if he has appealed his case to the District Board until he is finally classified by the District Board. Instruct District Boards to give immediate attention to these cases.

7. Every effort must be made to complete in ample time for October 1 entrainment the classification and physical examination of the August 24, 1918, registrants.

CROWDER.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.



**Circular Letter No. 441.**

**STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO**

5-18.

August 31, 1918.

*To all Local Boards and Medical Advisory Boards:*

**SUBJECT: DUPLICATE FORMS 1010.**

1. Frequent complaints have been made to this Office that Examining Surgeons have been using carbons in making out the Form 1010. This should not be done. Each copy should be made so that there can be no question about its contents. It should be made legible and certain.

2. Whenever carbons are used, great difficulty is experienced in reading the second and third copies.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.

**Circular Letter No. 442.**

**STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO**

S-20

September 3, 1918.

*To all Local Boards:*

**SUBJECT: REGULATIONS FOR EXAMINING PHYSICIANS.**

1. All Boards are required to see that each of their Examining Physicians is furnished with a copy of Form 75. Notify this Office at once as to the number of additional copies of



this Form that you will need to comply with the above. This is important and should be given immediate attention.

2. Also the Chairman of each Board should impress upon the Medical Examiner the absolute necessity for thorough study of these regulations by each and every Medical Examiner. It is only by this means that their examinations can be bettered and the percentage of rejections at mobilization camps be lessened.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.

By H. H. SHERK,  
1st Lieut., M. R. C.  
Medical Aide to The Governor.

### Circular Letter No. 443.

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

*To all Local, District, Medical Advisory, and Legal Advisory  
Boards and Government Appeal Agents:*

SUBJECT: CORRESPONDENCE.

1. Your attention is called to the necessity of addressing all communications relating to draft matters to The Adjutant General, who is the Draft Executive of the State, acting under orders of the Governor.

2. Frequently letters are addressed to the Governor, The Medical Aide and to General J. J. Borree personally and in consequence, answers much delayed and sometimes entirely overlooked.



3. The importance of observing this request can not be overestimated. The mail that comes to this Office should be official and if it is personal, it should be so marked, otherwise, the clerks will open it and it will be treated in a routine manner.

4. There are from five hundred to a thousand pieces of mail passing through this Office each day and by strict adherence to the above request, the Boards will naturally lessen the labors and annoyance of misplaced correspondence and add to the efficiency of all concerned.

5. Resignations, requests for appointments of physicians, complaints and requests for rulings, should never be sent to an individual but always to this Office, so that a clear right of way may be given.

6. Please see that all chief clerks are properly instructed in relation to the foregoing.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.

**Circular Letter No. 444.**

(Supplementing our letter of August 22d.)

**STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO**

12

September 3, 1918.

*To all Local Boards:*

**SUBJECT: IN REGARD TO GROUP B REGISTRANTS.**

When Group B men report to your Board, if they consent to have remediable treatment of their several defects, instruct



them to report to the Medical Advisory Board of your District either in person or otherwise, so they may be assigned to the proper place for treatment. If the registrant resides at a distance from the Medical Advisory Board, he should report by letter to save unnecessary transportation expenses.

The various registrants will be assigned to hospitals, most convenient to their places of residence, with which arrangements have been made to care for them.

All means possible should be made to encourage and persuade these Group B men to submit to treatment.

Send to your respective Medical Advisory Boards a complete list of all Group B, Class 1 men, stating name, address, Serial Number and physical disability together with a copy of Form 1010, so that the Medical Advisory Board can tally up those that report.

Notification cards to be sent to each Group B registrant are being sent you.

When a registrant has completely convalesced and is in fit condition for military service, the Medical Advisory Board will so notify his Local Board and the registrant will report back to his Local Board for induction into service.

Instructions in regard to handling registrants who absolutely refuse treatment will be sent you later.

Note slight change from Circular Letter No. 437 regarding listing of registrants to Medical Advisory Board.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.



Circular Letter No. 445.

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

12. September 3, 1918.

*To all Medical Advisory Boards:*

SUBJECT: SUPPLEMENTAL TO OUR LETTER OF AUGUST 22, IN  
REGARD TO GROUP B REGISTRANTS.

Local Boards have been instructed to send to you lists of all Class 1, Group B, men, including data as to name, address and disability, together with a copy of Form 1010. They will instruct the individual registrant to report to you either in person or otherwise.

When the registrant reports to you he shall be assigned for treatment to the hospital most convenient to his place of residence. The Medical Advisory Board should exercise due consideration, discretion and judgment in making these assignments, first having made arrangements with the various hospitals to care for these registrants for fees within the limit considered by this office as reasonable, namely, \$14.00 per week for ward-bed and \$5.00 for operating-room charge. These prices will have to be varied with discretion according to localities and are expected to be as low as it is possible for the hospital to make. The hospitals are not expected to profit.

The Medical Advisory Board will also select the attending physician or surgeon, as the State can not be placed in a position for paying for incompetent service.

The registrants operated upon must take all reasonable precaution during their convalescence to insure good results, and the attending physicians are expected to see to this matter.

Hernia cases must be kept flat in bed for three weeks and not allowed to stand or walk short of four weeks from the date of operation. Varicocele cases should be kept off their feet for two weeks following operation.



Weekly reports of all cases operated upon shall be made to this office.

All registrants must be kept under observation or control, through the attending physician, so that they can be inducted into service as soon as thoroughly convalescent and fit for the strain of camp life and training. This should vary from a couple of weeks for minor disabilities to from two and a half to three months for hernias.

When a registrant is thoroughly convalescent and ready for service he should be instructed to report back to his Local Board. His Local Board should be notified to that effect.

Remediable treatment is held to mean surgical, medical and dental. All medical and surgical service is expected to be rendered without compensation. Dentists will be reimbursed for materials used.

Instructions in regard to handling registrants who absolutely refuse treatment will be sent you later.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.

### Circular Letter No. 446.

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

12

September 4, 1918.

*To all Medical Advisory and Local Boards  
and their Medical Examiners:*

SUBJECT: PREPARATION FOR THE IMPENDING DRAFT.

The following excerpts from a circular letter from the Provost Marshal General's Office is published for the information



of all concerned and should be brought by all Boards to the careful attention of all their Medical Examiners:

“1. It is anticipated that, pursuant to legislation now pending, a very large registration will be made in September.

2. As the entire work incident to this new draft must necessarily be compressed within a very few weeks, the machinery of the draft must be repaired, oiled, and otherwise put in perfect condition to function at high speed and with efficiency.

3. It must not be said afterward that the medical parts of the machine were weaker than the rest, nor that their slow or imperfect action resulted in delay.

4. To the end that the greatest efficiency may be had, therefore, and the greatest credit accrue to those concerned with the medical operations of the draft, Medical Aides are instructed immediately to establish closer relations with all medical examiners; to urge upon them the enormous importance of the matter; to make them realize that the coming test will be the greatest in the history of the draft; and to impress upon them the fact that the efficiency of our overseas armies depends vitally upon the way in which the test is met by THEM.

5. A careful but rapid survey must be made of all medical examiners of Local Boards. Weak examiners must be replaced; slow ones must be speeded up. Assistance must be arranged for where needed. All must be made to realize the emergency.

6. Medical Advisory Boards must be instructed that examinations must be promptly made, and the papers returned at once. All examiners must be made aware that defects which are obvious even to a layman, reflect discredit on the board as well as on the system.

7. A force of inspectors has recently been organized in connection with the draft. The Provost Marshal General contemplates that these inspectors shall, as a part of their duties, make inquiries concerning the knowledge of Medical Aides as to the efficiency and preparedness of their medical examiners throughout the State.



8. The medical profession, in its intimate relation to the draft, has met and discharged its obligations for the most part in an admirable manner. It must not fail now.”

It is hardly necessary that this office reiterate what the Medical Aide to the Governor has said to you personally when visiting the Local Board as to the responsibility of all Medical Examiners.

Thorough, conscientious and complete examinations must be made. Every examiner should study his Form 75 and become conversant with its contents. Only in this way can his work be efficient and efficiency is the Key Note of successful results. Our Army can not be efficient if our examiners are inefficient.

All Boards are instructed and urged to report at once to this office all inefficiency, inaccuracy, delinquency and lack of interest on the part of any of their examiners.

Plans are under way for Instruction Conferences of the examiners of the Local and Advisory Boards to be held at an early date in San Francisco and Los Angeles.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.



Circular Letter No. 447.

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

12.

September 10, 1918.

*To all Local Boards:*

SUBJECT: PLAN OF COMPENSATION FOR CLERICAL HIRE.

The following telegram from the office of the Provost Marshal General is published for the information and guidance of all concerned:

WASHINGTON, D. C., September 6, 1918.

*Adjutant General,*

*Sacramento, California.*

Number C four hundred fourteen. You may announce to all Local Boards that the following plan of compensation for clerical services of Local Boards has been adopted and Regulations and Instructions will be issued in the near future that a maximum allowance for clerical services for each Board will be made by the month, to be determined by the number of registrants under jurisdiction of Board on twentieth of the month for which allowance is made. That no clerk shall be paid in excess of one hundred dollars a month without special written authority from the Governor. That any balance remaining of monthly allowance made to any Board may be carried forward from month to month to the credit of the Board, to be expended by them for additional clerical services when required. The monthly allowances are graduated from a minimum of One Hundred Dollars to a Board of fourteen hundred and under, rising gradually to One Hundred Seventy Dollars for a Board of twenty-five hundred registrants, One Hundred Ninety-five Dollars for a Board of three thousand registrants, Two Hundred Thirty-five Dollars for a Board of four thousand registrants, Two Hundred Seventy Dollars for a Board of five thousand registrants, Three Hundred Five Dollars for a



Board of six thousand registrants, Three Hundred Thirty-five for a Board of seven thousand registrants, Three Hundred Sixty-five Dollars for a Board of eight thousand registrants, Three Hundred Ninety Dollars for a Board of nine thousand registrants, Four Hundred Fifteen Dollars for a Board of ten thousand registrants, and so on. Further details by mail.

CROWDER.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.

**Circular Letter No. 448.**

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

12. September 10, 1918.

*To all Local, District, Medical Advisory  
and Legal Advisory Boards and Appeal Agents:*

For the information of all concerned:

You are hereby advised that Local Board for Imperial County has been transferred from the jurisdiction of Medical Advisory Board No. 1, San Bernardino, to Medical Advisory Board No. 2, San Diego.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.



**Circular Letter No. 449.**

**STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO**

12.

September 10, 1918.

*To all Local Boards:*

The following circular letter from the Provost Marshal General is published for the information and guidance of all concerned:

FROM: Office of the Provost Marshal General.

To: Draft Executives of all States.

SUBJECT: FORM 1010 FOR UNCONDITIONALLY REJECTED  
REGISTRANTS.

1. It has become necessary to furnish to the Surgeon General of the Army one copy of Form 1010 in every case covering a registrant who has been finally classified in V (G) by reason of being totally and permanently physically or mentally unfit for military service.

2. You are requested to instruct all Local Boards to send to you, at once, and in one shipment, one copy of every such Form 1010, covering case of registrant who has been finally classified in V (G). You are further requested to instruct all Local Boards to forward to you, in the same manner, and once in every month, one copy of each of said forms covering case of registrant who has been finally classified in V (G), accumulated in the files of said Local Boards subsequently to said first general shipment.

3. As soon as may be practicable, after the receipt by you from the Local Boards, you will forward such forms addressed to the office of the Surgeon General of the Army, Washington, D. C. It is desired that a complete record be kept by you of the execution of this order.

E. H. CROWDER,  
Provost Marshal General.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.



Circular Letter No. 450.

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

12

September 10, 1918.

*To all Local and District Boards:*

The following circular letter from the Provost Marshal General is published for the information and guidance of all concerned:

FROM: Office of the Provost Marshal General.

TO: Draft Executives of all States.

SUBJECT: LOSS OF MEDICAL EXAMINERS OF DRAFT BOARDS.

The following is a copy of a letter addressed to the Surgeon General of the Army. The reply of that official is contained in the first indorsement.

1. The organization of the Provost Marshal General's Office for the physical examination of draft registrants has been greatly disturbed recently, by the withdrawal of medical members of draft boards for other duties.

2. The most serious drain of this nature has ensued by reason of the commissioning in the Medical Reserve Corps of the Army, of many medical board members. During July, 1918, 106 physicians have been lost from boards in this way.

3. In view of the enormous labor involved in the anticipated registration and examination of fourteen millions of men in the next few months, under anticipated legislation, this office feels very strongly that its needs are paramount.

4. It is, therefore, requested that the commissioning of medical members of draft boards be discontinued for the present, except in instances where this office consents.

5. It is suggested that before commissioning medical men, inquiry be made by the Surgeon General as to whether or not the candidate is associated with the draft.



If the reply is affirmative, the case should be referred to this office for remark.

6. The Provost Marshal General's Office does not wish to hinder the use of available medical material for general Army service, but must preserve its own organization.

E. H. CROWDER,  
Provost Marshal General.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.

**Circular Letter No. 451.**

**STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO**

12.

September 10, 1918.

*To all Local and District Boards:*

The following circular letter from the Provost Marshal General is published for the information and guidance of all concerned:

**FROM:** Office of the Provost Marshal General.

**To:** Draft Executives of all States and the Territories of  
Alaska and Hawaii.

**SUBJECT:** FINAL CLASSIFICATION CARDS.

1. During the course of a campaign against draft evaders, recently held in one of the Eastern cities, a large number of men were detained by the police authorities for failure to present proper evidence of compliance with the Selective Service Law. In the examination of these men the following conditions were found:



2. A number of men had been given proper deferred classification by their Local Boards, but had not received a classification notice of any description.

3. A considerable number of men had received preliminary notice of classification (Form 1005), but had never received Form 1007, final notice of Final Classification.

4. A number of Final Classification Cards (Form 1007) were produced which were signed by a rubber stamp, in spite of the fact that this practice has been absolutely prohibited by orders from this office.

5. With the pending heavy registration, under the changed draft ages, it becomes vitally imperative that Local Boards exercise the most scrupulous care in the issuance of the Final Classification notice, as such notice will constitute the only direct evidence of a registrant's compliance with the Selective Service Act.

E. H. CROWDER,  
Provost Marshal General.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.

**Circular Letter No. 452.**

**STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO**

12.

September 10, 1918.

*To all Local Boards:*

**SUBJECT: FORM 101 INSERTS.**

The following telegram from the Provost Marshal General is published for the information and guidance of all concerned:



WASHINGTON, D. C., September 4, 1918.

*Adjutant General,  
Sacramento, California.*

Number B thirty sixty. Re tel. five seventy-five. Instruct Local Boards to make insert sheets for Form 101 large. See note at bottom of last page on this form.

CROWDER.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.

**Circular Letter No. 453.**

**STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO**

H-20.

September 11, 1918.

*To the Chairman of each Local Board:*

**“CONFIDENTIAL.”**

**SUBJECT: GOVERNMENT APPEAL AGENTS.**

1. This Office has received a telegram from the Provost Marshal General, requesting a report on the activities of the various Government Appeal Agents, with the idea of eliminating those who have not been performing their duty and providing assistance for those who have been overworked.

2. This report should be made to this Office direct and, if deemed advisable, should be confidential in character and will be so treated.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.



Circular Letter No. 454.

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

5D-17

September 11, 1918.

*To all Local Boards:*

The following letter from the Provost Marshal General constitutes the amended S. S. R., relating to compensation of Local Board members, and should be strictly adhered to in presenting vouchers:

FROM: Office of the Provost Marshal General.

To: Draft Executives of all States.

SUBJECT: AMENDING SECTION 195, S. S. R.

Section 195, S. S. R., as amended, is hereby further amended as follows:

SECTION 195. LOCAL BOARDS. COMPENSATION.

A. For services rendered by members of Local Boards on and after September 1, 1918, there may be paid to each member a compensation of \$1 per hour for each hour that he is actually present at the office of the Board and wholly engaged in the duties prescribed by these regulations for members of Local Boards, in no case to exceed \$10 for any single day or \$200 for any single month (except as prescribed in paragraph D of this Section). The maximum compensation to be paid the members of a Board for any month shall be determined by the following table:

Total registration at beginning of month, less inductions (including those of deserters), cancellations, transfers, classifications in Class 5, and deaths previous months, and maximum compensation per month to be paid to Boards of three or more members.

1,000 or under	-----	\$150 00
1,000 to 1,250	-----	175 00
1,250 to 1,500	-----	200 00
1,500 to 2,000	-----	250 00
2,000 to 3,000	-----	300 00
3,000 to 4,000	-----	375 00
4,000 to 5,000	-----	450 00
5,000 to 6,000	-----	525 00
6,000 to 7,000	-----	600 00



B. For the services rendered by members of Local Boards in reclassifying and inducting men (individually or collectively) and for other miscellaneous services from March 1 to June 30, 1918, each Board of three or more members may be paid a compensation as payment in full for all services rendered by them to and including June 30, 1918, the sum of \$3 for each man inducted into the service of the United States and accepted by the military authorities, from March 1 to June 30, 1918, both dates inclusive, by the Board of which they are members. If any changes have occurred in the personnel of a Local Board during the period from March 1 to June 30, 1918, members will be paid for the number of men inducted during their membership on the Board.

C. For services rendered by members of Local Boards during the period between July 1, 1918, and August 31, 1918, each Board of three or more members may be paid a compensation which shall not exceed the sum of \$3 for each registrant inducted into the military service of the United States during such period and accepted by the military authorities, and in addition thereto, thirty cents as an aggregate compensation to the members of the Board for each registrant of the June 5 and August 24, 1918, classes, to whom a Questionnaire shall have been mailed, and who shall have been finally classified by the Board in accordance with these regulations during said period. If any changes have occurred in the personnel of a Local Board during the period from July 1 to August 31, 1918, members will be paid for the number of men inducted or classified during their membership on the Board.

D. Money due for services shall be paid in proportionate amounts to each member of a Local Board claiming compensation, unless it shall be requested by unanimous vote of the Local Board that the money due shall be paid in some other proportion. In such cases the amounts to be paid shall not exceed the following, under:

Subdivision A. Supra. One member, 50 per cent of the maximum allowance to the Board; two members, 75 per cent of the maximum allowance to the Board, to be distributed between them.

Subdivision B. Supra. One member, \$1.50 for each man inducted; two members, \$2.25 for each man inducted, to be distributed between them.



Subdivision C. Supra. One member, \$1.50 for each man inducted, and 15¢ for each classification; two members, \$2.25 for each man inducted and 25¢ for each classification, to be distributed between them.

E. No payments shall be made by disbursing officers for the work performed by the members of Local Boards except in accordance with these regulations, nor shall any payment be made to a member of a Local Board who shall not have rendered bona fide service to the Government during the period mentioned in Paragraphs "B" and "C."

F. In lieu of the certificate concerning services rendered by the members of the Local Board to be made by the chief clerk as provided in Section 17 hereof, the chief clerk of each Local Board shall prepare the claims and vouchers for compensation of members of Local Boards under the various subdivisions of this Section and shall enter thereon a certificate which shall be made on blank space on back of the voucher and memorandum voucher, Form 335, in the following form:

Subdivision A. "I hereby certify on honor that the number of registrants of this Board for the first day of \_\_\_\_\_, \_\_\_\_\_, (month for which compensation for services is claimed), less those in Class 5, was \_\_\_\_\_, and that the following changes occurred during the month of \_\_\_\_\_: (the month immediately preceding that for which compensation for services is claimed).

GAINS: By registration \_\_\_\_\_

By transfer \_\_\_\_\_

Total \_\_\_\_\_

LOSSES: By induction \_\_\_\_\_

By transfer \_\_\_\_\_

By death \_\_\_\_\_

By classification in Class 5 \_\_\_\_\_

By cancellation \_\_\_\_\_

Total \_\_\_\_\_



I further certify that the services herein stated were rendered to the Government of the United States as shown in the minute book of ----- Board.

Date,-----, 191---

-----  
*Chief Clerk."*

Subdivision B. "I hereby certify on honor that the total number of inductions within the jurisdiction of this Local Board during the period between the first day of March, 1918, and the thirtieth day of June, 1918, (or the period between these dates during which the member to be compensated rendered services on the Board) was -----; that ----- of such registrants have been accepted by the military authorities, and that during said period ----- was a member

(Name)  
of said Local Board and rendered services as such member.  
Date,-----, 191---

-----  
*Chief Clerk."*

Subdivision C. "I hereby certify that the number of inductions within the jurisdiction of this Local Board during the period between the first day of July, 1918, and the thirty-first day of August, (or the period between these dates during which the member to be compensated rendered services on the Board) was -----; that ----- of such registrants have been accepted by the military authorities; that the total number of registrants of the class of June, 1918, who have been finally classified in accordance with the Selective Service Regulations during the period between the first day of July, 1918, and the thirty-first day of August, 1918, (or the period between these dates during which the member to be compensated rendered services to the Board) was -----.

I further certify that during said period -----  
----- was a member of said

(Name)  
Local Board and rendered services as such member, and that he assisted in the classification of these registrants.

Date,-----, 1918.

-----  
*Chief Clerk."*



This regulation is not intended to, nor does it affect the compensation of clerks, or of examining physicians who are not members of the Boards, or of allowances for other necessary expenses as provided in these regulations, except as provided in Note 1, Section 190 of these regulations.

E. H. CROWDER,  
Provost Marshal General.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.

### Circular Letter No. 455.

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

12.

September 12, 1918.

*To all Local and Legal Advisory Boards:*

The effective work done by the Lawyers in response to the President's request that the Bar of California assist the registrants in the execution of their Questionnaires was generally responded to, but, I regret to say, the actual work was done by a very few loyal men, who were responsible for the whole scheme not being a failure.

The loyal and earnest Lawyer is again face to face with a task greater than faced before and one that demands time and attention from a great many more than heretofore rendered service.

It is not fair that those members of the profession who are willing only to lend their names should reap the honor and glory through the labors of the few, and to the end that this may not be, Legal Advisory Boards are enjoined to comb out



their list of Associate Members and drop all those who will not conform to the following scheme:

1. It is essential that a compact organization be at once formed for the purpose of instruction and discipline.

2. Schools of instruction should be at once started, and no man should be permitted to assist a registrant until the Legal Advisory Board is satisfied that he has familiarized himself with his duties.

3. Schools of instruction should also cover problems in classification, naturalization and any other subjects germane to the problems to be met.

There is still another way that members of the Bar may be of enormous help to the Local Boards and save many valuable days for our Government; that is by digesting and abstracting the contents of the questionnaires so that it will not be necessary for the Local Board Members to scrutinize each page thereof except in close cases. For example, an abstract such as this

“John Smith, aged 35 years, citizen, living with wife and two children, no property, family wholly dependent, no industrial claim, no agricultural claim, properly supported by affidavits of self and wife”

would enable the Board to dispose of his case at a glance.

Fully 90 per cent of the Questionnaires can be handled in this way. It is self-evident the enormous labor that the Local Board can be relieved of by Legal Advisory Board Members adopting this scheme.

Local Board Members and Legal Advisory Board Members should at once get together to carry out to the best advantage the above suggestions.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.



**Circular Letter No. 456.**

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

C-26

September 14, 1918.

*To all Local Boards:*

SUBJECT: INSERT IN THIRD EDITION QUESTIONNAIRE.

The Provost Marshal General has instructed the distribution to all Local Boards of an explanatory memorandum which is to be inserted in the Questionnaires as they are mailed. This memorandum is now being mailed in quantities approximating fifty per cent of your registration. Additional supplies of this form will be forwarded as soon as received from Washington without order from you.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.

**Circular Letter No. 457.**

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

H-20

September 13, 1918.

*To all Local Boards:*

SUBJECT: OFFICIAL COPIES OF "REGISTRATION REGULATIONS  
No. 3."

The following circular letter has been received from the Provost Marshal General and is quoted for your information and guidance:



1. There is being transmitted to you today for distribution among the Local Boards in your State a limited supply of official copies of "Registration Regulations No. 3." Except for the insertion of dates, the signature of the Secretary of War, and the changes indicated below, these Regulations are the same as the advance unofficial copies heretofore forwarded to you.

2. After the unofficial copies were printed and transmitted to you, Section 5 of the law was changed to read as it appears in Paragraph 3 of the official Regulations. This required a change in paragraphs 4 and 72 in respect of the persons who are exempted from registration.

3. Section 29, subparagraph (b), has been amended to permit the appointment of registrants residing outside the jurisdiction of a Local Board when it is impracticable to obtain the services of registrars residing within its jurisdiction.

4. Section 48 has been amended to require the chief clerk of every Local Board to cause one set of exact copies of all registration cards to be made after the assignment of *serial* numbers instead of after the assignment of *order* numbers. This was thought desirable, inasmuch as District Boards would otherwise be in possession of Questionnaires on appeal before receiving copies of registration cards and, in some cases, have refused to consider Questionnaires until receipt of the copies of the registration cards.

E. H. CROWDER,  
Provost Marshal General.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.



**Circular Letter No. 458.**

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

H-20

September 13, 1918.

*To all Local Boards:*

SUBJECT: AMENDMENTS TO SECTIONS 151 AND 157, S. S. R.

The following circular letter has been received from the Provost Marshal General and is quoted for your information and guidance:

1. In order to relieve a registrant in Great Britain who has attempted to enlist in the Army of the United States and has been rejected for military service on account of physical disqualifications from the necessity of physical examination pursuant to Section 142, S. S. R., or from the obligation to return to the United States if an order for his induction has already been issued by his Local Board, the following addition has been made to Section 151 (i) as contained in my letter of August 2 to all Draft Executives, and note to Section 157 promulgated at the same time has been amended to read as follows:

2. Section 151, S. S. R., is amended by the addition to Paragraph (i) of the following:

“If a citizen of the United States in Great Britain, who has registered, applies for enlistment at a Recruiting Station in Great Britain and is rejected for military service on account of physical disqualification, thereafter upon presentation by such registrant to his Local Board of a certificate by the Recruiting Officer stating that the registrant applied for enlistment and was found physically disqualified (as the case may be) for military service, together with a copy of the report of the physician who examined the applicant for enlistment, such certificate and copy of examining physician's report shall be filed with the Questionnaire and the registrant shall be placed in Class V on the ground that he is totally physically unfit for military service.”



3. Note 1 to Section 157 amended to read as follows:

“When a Local Board learns that one of its registrants is in Great Britain or France, it shall, when issuing his induction order (Form 1028) place the date of reporting so far ahead that the registrant will have time to apply for enlistment voluntarily with the American Expeditionary Forces. After a reasonable time, a Local Board should receive either a certificate indicating that the registrant has so enlisted or a certificate and report of physical examination showing that the registrant has been rejected by the recruiting officer as physically unfit for military service. If such certificate of enlistment or such certificate and report of physical disqualification is not received within a reasonable time, the Local Board shall report the registrant to The Adjutant General of the Army on Form 1018 in the usual manner. If such certificate of enlistment or such certificate and report of physical disqualification is received, the registrant shall be classified in Class V whether or not the date specified in Form 1028 had passed at the time of the receipt of the certificate of enlistment or the certificate and report of physical disqualification.”

E. H. CROWDER,  
Provost Marshal General.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.

**Circular Letter No. 459.**

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

5-25

September 14, 1918.

*To all Local Boards:*

SUBJECT: SERIAL NUMBERS AND DUPLICATE REGISTRATION  
CARDS.

1. Attention of Local Boards is directed to the fact that they should serially number their Registration cards at the



earliest possible moment. Note that the Serial Numbers are issued by the Local Boards for registrants of September 12, 1918.

2. Local Boards are also directed to forward the duplicate copies of Registration cards direct to the District Boards instead of forwarding them through this office.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.

(Circular Letters Nos 460 and 461 not issued.)

**Circular Letter No. 462.**

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

5-25

September 14, 1918.

*To all Local Boards:*

SUBJECT: SEPARATE FILE OF BRITISH SUBJECTS.

1. The following telegram from the Provost Marshal General is published for your information and guidance:

Examine the Registration Cards of all persons who registered on September 12, 1918, and place in a separate file the Cards of all British subjects, including Canadians, whether nondeclarants or declarants, who were on September 12, 1918, between 20 and 44 years of age, both inclusive. In order to comply with Article 2 of the Treaties between this country and Great Britain and Canada, the involuntary induction of any such person shall be suspended until and including October 12, 1918.



The Registration Cards of all British subjects, including Canadians, between 20 and 44 years of age, both inclusive, at the time of Registration, who register after September 12, 1918, in pursuance of the President's Proclamation of August 31, 1918, shall be placed in a separate file as received, and the involuntary induction of any persons shall be suspended in accordance with Article 2 of said Treaties for the period of 30 days after the respective dates of Registration. The statement of a Registrant on his Registration Card that he is a subject of Great Britain or a Canadian, shall be sufficient evidence of his nationality unless the Local Board is satisfied that such statement is untrue. In this connection attention is invited to my Telegram B 1974 and the Amendment, Paragraph H, Section 151, S. S. R., promulgated therein. When instructions are given to mail Questionnaire, no Questionnaires shall be mailed to British subjects, including Canadians, whose involuntary induction is suspended as above directed until the expiration of the time within which any such person may be involuntarily inducted into Military service. British subjects, including Canadians, who were 18 or 19 or who were 45 years of age on September 12, 1918, or at the time of Registration, if they register after September 12, 1918, are not covered by the terms of the Treaties between the United States and Great Britain and Canada. Such persons can only be involuntarily inducted into the Military service of the United States provided they are declarants, that is, have taken out their first papers in this country. If they are declarants they do not enjoy the privileges of enlisting or enrolling or leaving the United States for the purpose of enlisting or enrolling in the Military forces of their own country.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.



**Circular Letter No. 463.**

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

H-25

September 16, 1918.

*To all Local Boards:*

SUBJECT: TOURIST ACCOMMODATIONS.

The following Circular Letter from the Provost Marshal General is quoted for your information and guidance:

1. The following letter has just been received from the United States Railroad Administration and is published for your information, and with the request that it be bulletinized to all Local Boards affected thereby:

“I am in receipt of information from the Southern Railway that they are experiencing some trouble on account of the Local Boards in the East routing small detachments of drafted men from their Eastern home stations to Ft. Oglethorpe, Camp Forrest and Chattanooga via the following route south of Washington:

Southern Ry.—Lynchburg.

N. & W.—Bristol.

Southern Ry.—Chattanooga.

and it appears that they are also furnished with Government request for a tourist berth from Washington to Chattanooga via the Southern Ry. The only tourist car that is operated through the Southeast is via the Southern Ry. to San Francisco through Atlanta and New Orleans, and this tourist sleeper leaves Washington at 3:45 P.M., on Southern Ry. Train No. 29.

I would thank you to handle this matter with your representatives in the East, calling their attention to the fact that the issuance of a Government order for a tourist section is of no value to the drafted men for the reason



stated above and that if it is desired that the man have a berth please issue the Government order for a berth in the standard sleeper.

Your co-operation in this matter will be appreciated.”

E. H. CROWDER,  
Provost Marshal General.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.

**Circular Letter No. 464.**

STATE OF CALIFORNIA  
THE ADJUTANT GENERAL'S OFFICE  
SACRAMENTO

5D-17

September 16, 1918.

*To all Local Boards:*

SUBJECT: BASIS OF ALLOWANCE FOR CLERK HIRE.

The following telegram from the Provost Marshal General is published for the information and guidance of all concerned:

WASHINGTON, D. C., September 13, 1918.

*Adjutant General,  
Sacramento, California.*

Number C four forty. Reference New Regulations concerning total Registrations. Each Local Board as it stands October first, nineteen eighteen, less all deductions including those of deserters, transfers, deaths, and classifications in Class Five, during previous months, will be used as basis for compensation of allowance for pay of Local Board members and clerks for the months of September and October.

CROWDER.



This telegram has reference to our Circular Letter No. 447, forwarded to all Local Boards some days ago, which letter gave the basis of allowance for Clerk Hire.

Under the New Regulations a certain specific sum will be allowed for Clerk Hire, said sum to be on the basis of the registration as it stands from month to month. The amount allowed is:

For a registration of 1400 and under, \$100; rising gradually to 10,000 registrants, for which a total of \$415 is allowed, and so on in proportion.

Under the New Regulations it will not be possible to pay Clerks oftener than once a month, as the registration must be furnished with the vouchers.

The former Regulations in relation to Authorizations for Clerk Hire are abrogated. Please study Circular No. 447, and in presenting vouchers for clerks be guided thereby.

BY DIRECTION OF THE GOVERNOR.

J. J. BORREE,  
Brigadier General, N. G. C.,  
The Adjutant General.



## SUPPLEMENTAL INDEX.

---

	Circular number
<b>APPEAL AGENTS.</b>	
Capabilities -----	453
<b>ADVISORY COUNCIL DISTRICT BOARDS.</b>	
Formation -----	465
<b>BOARDS.</b>	
Legal Advisory -----	455
Local -----	441½, 450
Members -----	436
Instruction -----	432
Advisory -----	465
Medical -----	446, 448, 467
<b>BRASSARDS.</b>	
Supplied -----	425
<b>BRITISH SUBJECTS.</b>	
Instructions -----	462
<b>BOARDS OF INSTRUCTION.</b>	
Appointment -----	432
<b>CROWDER (General).</b>	
Letter declining promotion -----	418
<b>CLASSIFICATION.</b>	
Railroad employees -----	404
Of shipbuilders -----	409
Erroneous of married men -----	414
Deferred (limited service) -----	480
Final cards -----	451
<b>CLERICAL HIRE.</b>	
Compensation -----	447, 470
Allowance basis -----	464
Amendment -----	475
Instructions -----	478
<b>CORRESPONDENCE.</b>	
Instructions -----	443
<b>CLERICAL HELP.</b>	
Preference to dependents of soldiers and sailors -----	416
Induction of -----	420
<b>DEPENDENCY.</b>	
Wife -----	423
<b>DESERTERS.</b>	
General provisions (amendment 140 S.S.R.) -----	413
Desertion described -----	417
Prosecution -----	426
<b>DISCHARGE.</b>	
Of enlisted students -----	405



EMERGENCY FLEET.	Circular number
Co-operation extended by corporation	412
ENLISTED RESERVE CORPS.	
Refusal of local boards to recognize	406
EXTENSION OF DRAFT AGE.	
General statement	401
ENLISTMENT.	
Discharge of enlisted students	405
Of citizens of U. S. abroad	407
Naval releases	418½
FILING CASES ( <i>See FURNITURE</i> ).	
FURNITURE.	
Filing cases	410
FORMS.	
For registrants abroad	407
For deserters	413, 417
101 inserts	452
1, 68 reserve supply	430½
1010 duplicates	441
1010 instructions	449
IMMIGRATION AND HOUSING COMMISSION.	
Co-operation	466
INDUCTED MEN.	
Conduct	429
INSTRUCTIONS.	
To registrants (by U. C. men)	408
INDUCTIONS.	
Suspension	435
Navy and marine corps	476
Instructions	479
Subjects neutral countries	403
Clerical help	420
LEGAL ADVISORY BOARDS.	
Schools of instruction	455
LOCAL BOARD.	
Loss of medical examiners	450
Compensation	436, 441½
MEDICAL.	
Examiners	471
Volunteer medical service corps	469
Remediable defectives	437, 444, 445, 453½
Mental defectives	439
Advisory	446, 448, 467
Examining physicians	442
Physicians class I, group C	474
Physical examinations	482
MEDICAL ADVISORY.	
Impending draft	446
Jurisdiction transfer	448
Personnel of examiners	467

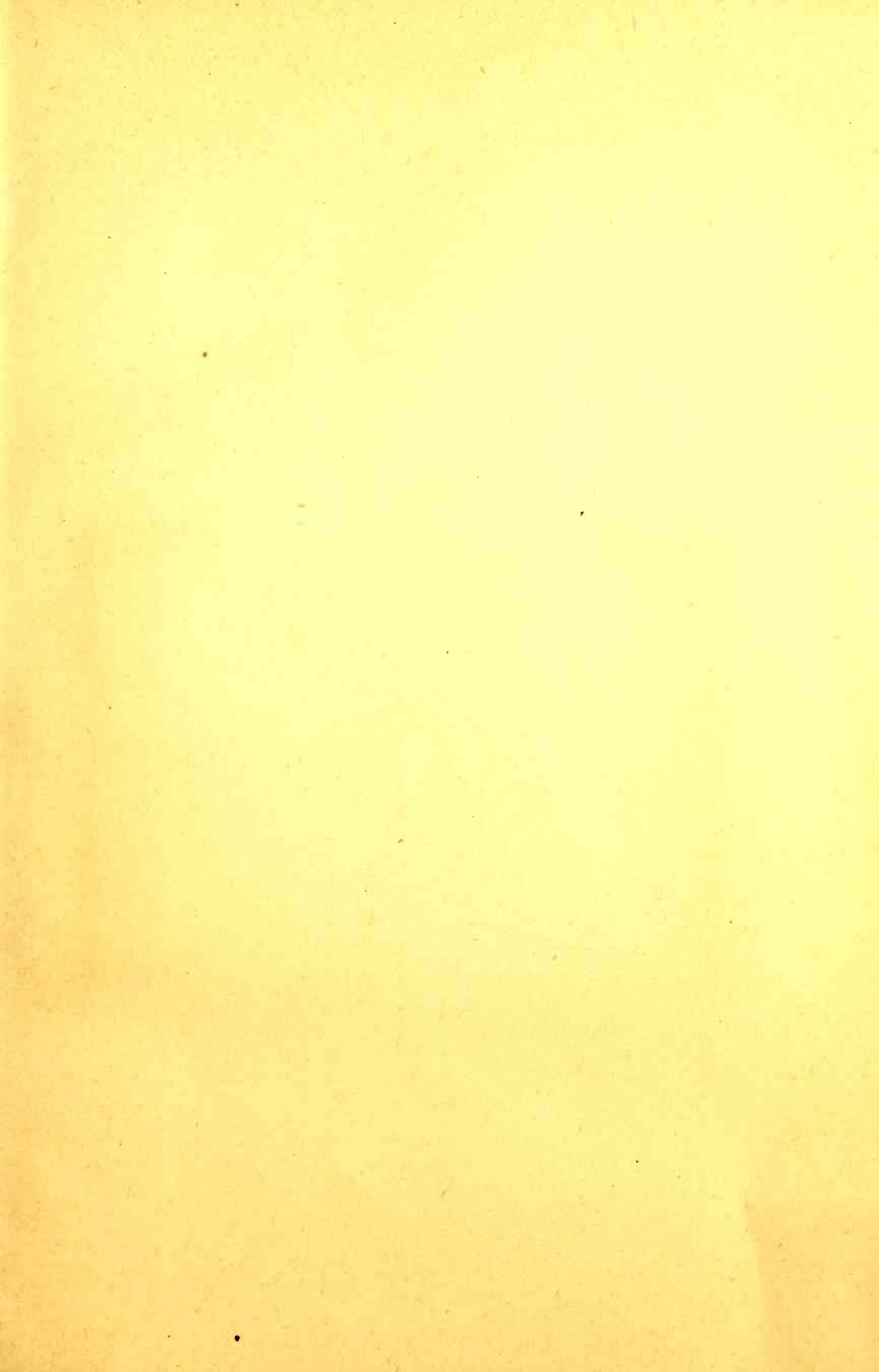


MENTAL DEFECTIVES.	Circular number
Information -----	439
MEDICAL EXAMINERS.	
Conference -----	471
MILITARY AND NAVAL SERVICE.	
Inclusiveness of term -----	415
MARRIED MEN.	
Erroneous classification of -----	414
MARINERS.	
Classification of -----	411
MEAL TICKETS.	
Allowance -----	430
NEUTRAL COUNTRIES.	
Subjects of -----	403
Changes No. 6 -----	427
NEUTRAL DECLARANTS.	
Changes No. 6, S. S. R. -----	427
NAVAL OFFICERS.	
Enlistment releases -----	418½
OCCUPATIONAL CARDS.	
Differentiation -----	431
Cancellation, reissuing -----	434
OCTOBER CALLS.	
Instructions -----	440
PHYSICIANS.	
Examining -----	442
PHYSICAL EXAMINATION.	
Instructions -----	482
PHYSICIANS IN CLASS I. GROUP C.	
1010 report -----	474
PUBLIC HEALTH SERVICE.	
Amendment S. S. R. -----	415
PILOT.	
Deferred classification of—on Great Lakes -----	411
PASSPORT PERMITS.	
Instructions -----	468, 473
QUESTIONNAIRES.	
August 24, 1918 -----	428
3d addition insert -----	456
REMEDIABLE DEFECTIVES.	
Instructions -----	437
Supplementary -----	444, 445, 453½
RAILROAD EMPLOYEES.	
Classification of -----	404
REGISTRANTS.	
Instructions to -----	408
Intending to evade service -----	417



REGISTRATION AND DRAFT.		Circular number
General statement on extension of ages	-----	401
Cards (instructions)	-----	472
Regulation No. 2 (changes)	-----	457
September, 1918	-----	433
SELECTED MEN.		
Expenses	-----	421
SERIAL NUMBERS.		
Instructions	-----	459, 481
S. S. R.		
Amendments to 151 and 157	-----	407
Amendments to 78 and 79	-----	411, 415
Amendments to 140, deserters	-----	413
Amendments to 77	-----	424
Amendments to 195	-----	454
Amendments to 151 and 157	-----	458
Rescinds section 51, substitutes 140	-----	417
STUDENTS ARMY TRAINING CORPS.		
Instructions	-----	474½, 477
Discharge of enlisted	-----	405
TRANSPORTATION.		
Requests	-----	438
Irregular	-----	422
TOURISTS CAR.		
Accommodations	-----	463
VOLUNTEER MEDICAL SERVICE CORPS.		
Instruction	-----	469
WORK OR FIGHT.		
Fundamentals outlined	-----	402











YB 48067

402928 UB344

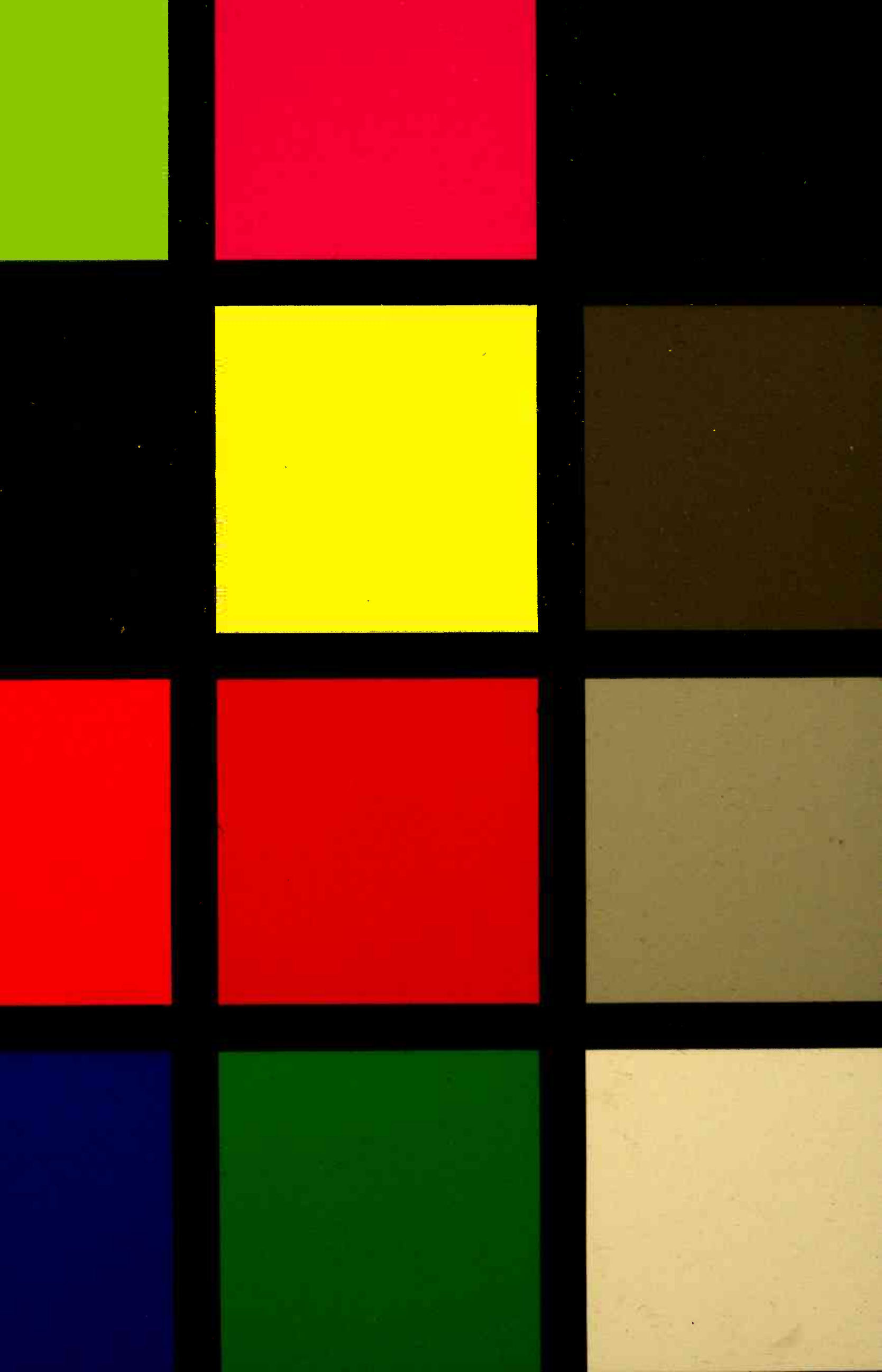
C3A43

UNIVERSITY OF CALIFORNIA LIBRARY











qmb

ColorChecker® Color Rendition Chart

